

BMP 01: Water Survey Programs for Single-Family and Multi-Family Residential Customers

Reporting Unit:
City of Millbrae

BMP Form Status:
100% Complete

Year:
2006

A. Implementation

- | | |
|-------------------------------------------------------------------------------------------------------------------------------|------------|
| 1. Based on your signed MOU date, 10/22/1991, your Agency STRATEGY DUE DATE is: | 10/21/1993 |
| 2. Has your agency developed and implemented a targeting/ marketing strategy for SINGLE-FAMILY residential water use surveys? | no |
| a. If YES, when was it implemented? | |
| 3. Has your agency developed and implemented a targeting/ marketing strategy for MULTI-FAMILY residential water use surveys? | no |
| a. If YES, when was it implemented? | |

B. Water Survey Data

Survey Counts:	Single Family Accounts	Multi-Family Units
1. Number of surveys offered:	360	32
2. Number of surveys completed:	0	0
Indoor Survey:		
3. Check for leaks, including toilets, faucets and meter checks	no	no
4. Check showerhead flow rates, aerator flow rates, and offer to replace or recommend replacement, if necessary	no	no
5. Check toilet flow rates and offer to install or recommend installation of displacement device or direct customer to ULFT replacement program, as necessary; replace leaking toilet flapper, as necessary	no	no
Outdoor Survey:		
6. Check irrigation system and timers	no	no
7. Review or develop customer irrigation schedule	no	no
8. Measure landscaped area (Recommended but not required for surveys)	no	no
9. Measure total irrigable area (Recommended but not required for surveys)	no	no
10. Which measurement method is typically used (Recommended but not required for surveys)		None
11. Were customers provided with information packets that included evaluation results and water savings recommendations?	no	no
12. Have the number of surveys offered and	no	no

completed, survey results, and survey costs been tracked?

- a. If yes, in what form are surveys tracked?
- b. Describe how your agency tracks this information.

C. "At Least As Effective As"

1. Is your AGENCY implementing an "at least as effective as" variant of this BMP? yes

a. If YES, please explain in detail how your implementation of this BMP differs from Exhibit 1 and why you consider it to be "at least as effective as."

SF target from base year 1991, 1,154. 1,491 audits completed during mandatory rationing. MF target from base year 1991, 42. 109 audits completed during mandatory rationing. We continue to encourage replacement of fixtures and leak detection.

D. Comments

BMP 02: Residential Plumbing Retrofit

Reporting Unit:
City of Millbrae

BMP Form Status:
100% Complete

Year:
2006

A. Implementation

1. Is there an enforceable ordinance in effect in your service area requiring replacement of high-flow showerheads and other water use fixtures with their low-flow counterparts? no

a. If YES, list local jurisdictions in your service area and code or ordinance in each:

2. Has your agency satisfied the 75% saturation requirement for single-family housing units? no

3. Estimated percent of single-family households with low-flow showerheads: 44.5%

4. Has your agency satisfied the 75% saturation requirement for multi-family housing units? no

5. Estimated percent of multi-family households with low-flow showerheads: 30.9%

6. If YES to 2 OR 4 above, please describe how saturation was determined, including the dates and results of any survey research.

B. Low-Flow Device Distribution Information

1. Has your agency developed a targeting/ marketing strategy for distributing low-flow devices? yes

a. If YES, when did your agency begin implementing this strategy? 2/1/1991

b. Describe your targeting/ marketing strategy.
Hand delivered displacement bags, dye tablets, and adaptor rings to each

household and sent to new accounts when opened. Advertise availability of all program options regularly.

Low-Flow Devices Distributed/ Installed	SF Accounts	MF Units
2. Number of low-flow showerheads distributed:	33	1
3. Number of toilet-displacement devices distributed:	360	32
4. Number of toilet flappers distributed:	0	0
5. Number of faucet aerators distributed:	360	32
6. Does your agency track the distribution and cost of low-flow devices?		no
a. If YES, in what format are low-flow devices tracked?		
b. If yes, describe your tracking and distribution system :		

C. "At Least As Effective As"

1. Is your AGENCY implementing an "at least as effective as" variant of this BMP?	No
a. If YES, please explain in detail how your implementation of this BMP differs from Exhibit 1 and why you consider it to be "at least as effective as."	

D. Comments

BMP 03: System Water Audits, Leak Detection and Repair

Reporting Unit:	BMP Form Status:	Year:
City of Millbrae	100% Complete	2006

A. Implementation

1. Does your agency own or operate a water distribution system?	yes
2. Has your agency completed a pre-screening system audit for this reporting year?	yes
3. If YES, enter the values (AF/Year) used to calculate verifiable use as a percent of total production:	
a. Determine metered sales (AF)	2518.19
b. Determine other system verifiable uses (AF)	423
c. Determine total supply into the system (AF)	2965.19
d. Using the numbers above, if (Metered Sales + Other Verifiable Uses) / Total Supply is < 0.9 then a full-scale system audit is required.	0.99
4. Does your agency keep necessary data on file to verify the values entered in question 3?	yes
5. Did your agency complete a full-scale audit during this report year?	no
6. Does your agency maintain in-house records of audit results or completed AWWA M36 audit worksheets for the completed audit	yes

which could be forwarded to CUWCC?

7. Does your agency operate a system leak detection program? no

a. If yes, describe the leak detection program:

B. Survey Data

- | | |
|----------------------------------------------------------|------|
| 1. Total number of miles of distribution system line. | 69.8 |
| 2. Number of miles of distribution system line surveyed. | 0 |

C. "At Least As Effective As"

1. Is your agency implementing an "at least as effective as" variant of this BMP? yes

a. If YES, please explain in detail how your implementation of this BMP differs from Exhibit 1 and why you consider it to be "at least as effective as."

Perform audit biannually and implement leak detection program when cost vs benefits is favorable.

D. Comments

Verifiable uses refer to storage tank and water main flushing and water main break losses.

Voluntary Questions (Not used to calculate compliance)

E. Volumes

Estimated Verified

1. Volume of raw water supplied to the system:
2. Volume treated water supplied into the system:
3. Volume of water exported from the system:
4. Volume of billed authorized metered consumption:
5. Volume of billed authorized unmetered consumption:
6. Volume of unbilled authorized metered consumption:
7. Volume of

unbilled
authorized
unmetered
consumption:

F. Infrastructure and Hydraulics

1. System input (source or master meter) volumes metered at the entry to the:
2. How frequently are they tested and calibrated?
3. Length of mains:
4. What % of distribution mains are rigid pipes (metal, ac, concrete)?
5. Number of service connections:
6. What % of service connections are rigid pipes (metal)?
7. Are residential properties fully metered?
8. Are non-residential properties fully metered?
9. Provide an estimate of customer meter under-registration:
10. Average length of customer service line from the main to the point of the meter:
11. Average system pressure:
12. Range of system pressures: From to
13. What percentage of the system is fed from gravity feed?
14. What percentage of the system is fed by pumping and re-pumping?

G. Maintenance Questions

1. Who is responsible for

providing, testing, repairing and replacing customer meters?

2. Does your agency test, repair and replace your meters on a regular timed schedule?

a. If yes, does your agency test by meter size or customer category?:

b. If yes to meter size, please provide the frequency of testing by meter size:

Less than or equal to 1"

1.5" to 2"

3" and Larger

c. If yes to customer category, provide the frequency of testing by customer category:

SF residential

MF residential

Commercial

Industrial & Institutional

3. Who is responsible for repairs to the customer lateral or customer service line?

4. Who is responsible for service line repairs downstream of the customer meter?

5. Does your agency proactively search for leaks using leak survey techniques or does your utility reactively repair leaks which are called in, or both?

6. What is the utility budget breakdown for:

Leak Detection	\$
Leak Repair	\$
Auditing and	\$
Water Loss Evaluation	
Meter Testing	\$

H. Comments

BMP 04: Metering with Commodity Rates for all New Connections and Retrofit of Existing

Reporting Unit:
City of Millbrae

BMP Form Status:
100% Complete

Year:
2006

A. Implementation

1. Please fill out the following matrix:

Types of Billed Accounts	% Accounts Metered	% Accounts Measured (Not Metered)	% Accounts Volumetric Billing
Treated Water SF Residential Accounts	100		0
Treated Water MF Residential Accounts	100		0
Treated Water Commercial Accounts	100		0
Treated Water Industrial Accounts	100		0
Treated Water Institutional Accounts	100		0
Raw Water Residential Deliveries	100	0	0
Raw Water Non-Residential Deliveries	100	0	0

2. If your agency does not meter 100% of all treated water accounts:

- Does your agency have a plan or program for retrofitting existing unmetered treated water connections?
- By what date would 100% of all treated water accounts be metered?
- Number of previously unmetered accounts fitted with meters during report year:

3. If your agency does not bill 100% of all treated water accounts by volume of use:

- By what date (Year must be four digit mm/dd/yyyy) will all customers with meters be billed by volume of use? 01/01/1991

4. If your agency does not meter or measure 100% of all raw water delivery fields (as listed in question 1f & 1g), does your agency intend to develop a program for measuring all raw water deliveries?

5. If your agency does not volumetrically bill 100% of all raw water delivery, does your agency intend to develop a program for billing all raw water deliveries by volume of use? No

6. Does your agency meter by volume of use all municipal or governmental accounts?: Yes

- If no, which types of accounts are not included:

7. Does your agency bill by volume of use all municipal or governmental accounts? Yes

- a. If no, which types of accounts are not included:

B. Feasibility Study

1. Has your agency conducted a feasibility study to assess the merits of a program to provide incentives to switch mixed-use accounts to dedicated landscape meters? no
- a. If YES, when was the feasibility study conducted?
(mm/dd/yy)
- b. Describe the feasibility study:
2. Number of CII accounts with mixed-use meters: 0
3. Number of CII accounts with mixed-use meters retrofitted with dedicated irrigation meters during reporting period 0

D. "At Least As Effective As"

1. Is your agency implementing an "at least as effective as" variant of this BMP? No
- a. If YES, please explain in detail how your implementation of this BMP differs from Exhibit 1 and why you consider it to be "at least as effective as."

E. Comments

BMP 05: Large Landscape Conservation Programs and Incentives

Reporting Unit: City of Millbrae BMP Form Status: 100% Complete Year: 2006

A. Water Use Budgets

1. Number of Dedicated Irrigation Meter Accounts: 62
2. Number of Dedicated Irrigation Meter Accounts with Water Budgets: 25
3. Budgeted Use for Irrigation Meter Accounts with Water Budgets (AF) during reporting year: 202
4. Actual Use for Irrigation Meter Accounts with Water Budgets (AF) during reporting year: 124
5. Does your agency provide water use notices to accounts with budgets each billing cycle? yes

B. Landscape Surveys

1. Has your agency developed a marketing / targeting strategy for landscape surveys? yes
- a. If YES, when did your agency begin implementing this strategy? 7/1/1991
- b. Description of marketing / targeting strategy:
Performed surveys during mandatory rationing. Since then have provided

CIMIS information to encourage participation. Will be providing budgets based on square footage. The 25 accounts with Water Budgets were based on high square footage.

2. Number of Surveys Offered during reporting year. 2
3. Number of Surveys Completed during reporting year. 2
4. Indicate which of the following Landscape Elements are part of your survey:
 - a. Irrigation System Check no
 - b. Distribution Uniformity Analysis yes
 - c. Review / Develop Irrigation Schedules no
 - d. Measure Landscape Area yes
 - e. Measure Total Irrigable Area no
 - f. Provide Customer Report / Information yes
5. Do you track survey offers and results? yes
6. Does your agency provide follow-up surveys for previously completed surveys? yes
 - a. If YES, describe below:
The consultant provides follow-up surveys after each water billing cycles.

C. Other BMP 5 Actions

1. An agency can provide mixed-use accounts with ETo-based landscape budgets in lieu of a large landscape survey program. Does your agency provide mixed-use accounts with landscape budgets? no
 2. Number of CII mixed-use accounts with landscape budgets. 0

Number of CII accounts with mixed-use meters retrofitted with dedicated irrigation meters during reporting period. (From BMP 4 report) 0

Total number of change-outs from mixed-use to dedicated irrigation meters since Base Year.
 3. Do you offer landscape irrigation training? yes
 4. Does your agency offer financial incentives to improve landscape water use efficiency? no
- | Type of Financial Incentive: | Budget Number (Dollars/ Year) | Awarded to Customers | Total Amount Awarded |
|------------------------------|-------------------------------|----------------------|----------------------|
| a. Rebates | 0 | 0 | 0 |
| b. Loans | 0 | 0 | 0 |
| c. Grants | 0 | 0 | 0 |
5. Do you provide landscape water use efficiency information to new customers and customers changing services? yes
 - a. If YES, describe below:
Brochures and Lawn Watering Guides.
 6. Do you have irrigated landscaping at your facilities? yes
 - a. If yes, is it water-efficient? yes
 - b. If yes, does it have dedicated irrigation metering? yes

7. Do you provide customer notices at the start of the irrigation season? yes
8. Do you provide customer notices at the end of the irrigation season? yes

D. "At Least As Effective As"

1. Is your AGENCY implementing an "at least as effective as" variant of this BMP? No
- a. If YES, please explain in detail how your implementation of this BMP differs from Exhibit 1 and why you consider it to be "at least as effective as."

E. Comments

BMP 06: High-Efficiency Washing Machine Rebate Programs

Reporting Unit: **City of Millbrae** BMP Form Status: **100% Complete** Year: **2006**

A. Coverage Goal

	Single Family	Multi-Family
1. Number of residential dwelling units in the agency service area.	0	0
2. Coverage Goal =	= 596 Points	

B. Implementation

1. Does your agency offer rebates for **residential** high-efficiency washers? yes

HEW Water Factor	Number of Financial Incentives Issued	Total Value of Financial Incentives			TOTAL	POINTS AWARDED
		Retail Water Agency	Wholesaler/ Grants (if applicable)	Energy Utility (if applicable)		
2. Greater than 8.5 but not exceeding 9.5 (1 point)	0	\$ 0	\$ 0	\$ 0	\$ 0	0
3. Greater than 6.0 but not exceeding 8.5 (2 points)	23	\$ 900	\$ 412	\$ 0	\$ 1,312	46
4. Less than or equal to 6.0	125	\$ 6,500	\$ 3,000	\$ 0	\$ 9,500	375

(3 points)

TOTALS:	148	\$ 7,400	\$ 3,412	\$ 0	\$ 10,812	421
----------------	------------	-----------------	-----------------	-------------	------------------	------------

C. Past Credit Points

For HEW incentives issued before July 1, 2004, select ONE of the following TWO options:

- Method One: Points based on HEW Water Factor
- Method Two: Agency earns 1 point for each HEW.

Method Two: Agency earns 1 point for each HEW

	Number of Financial Incentives Issued	Total Value of Water Agency Financial Incentives	POINTS AWARDED
4. Total HEWs installed	195	\$ 14,625	195

PAST CREDIT TOTALS:	195	\$ 14,625	195
--------------------------------	------------	------------------	------------

D. Rebate Program Expenditures

- | | |
|---------------------------------------------------------------------------------------------------------------------|----------|
| 1. Average or Estimated Administration and Overhead | \$ 1,904 |
| 2. Is the financial incentive offered per HEW at least equal to the marginal benefits of the water savings per HEW? | yes |

E. "At Least As Effective As"

- | | |
|----------------------------------------------------------------------------------------------------------------------------------------------------------|----|
| 1. Is your AGENCY implementing an "at least as effective as" variant of this BMP? | no |
| a. If YES, please explain in detail how your implementation of this BMP differs from Exhibit 1 and why you consider it to be "at least as effective as." | |

F. Comments

BMP 07: Public Information Programs

Reporting Unit:	BMP Form Status:	Year:
City of Millbrae	100% Complete	2006

A. Implementation

1. How is your public information program implemented?
Retailer runs program without wholesaler sponsorship
2. Describe the program and how it's organized:
The City participates in a fully publicized Earth Month Fair in conjunction with other City Departments. The City celebrates Water Education Month and Pollution Prevention Week by placing window displays at the library and recreation center, running notices and videos on the local cable station, and tabling locally in a high foot traffic area and City Hall. During these special events,

the City Council is informed at their regularly scheduled meetings.

3. Indicate which and how many of the following activities are included in your public information program:

Public Information Program Activity in Retail Service Area	Yes/No	Number of Events
a. Paid Advertising	yes	4
b. Public Service Announcement	yes	6
c. Bill Inserts / Newsletters / Brochures	yes	17
d. Bill showing water usage in comparison to previous year's usage	yes	
e. Demonstration Gardens	yes	0
f. Special Events, Media Events	yes	8
g. Speaker's Bureau	no	
h. Program to coordinate with other government agencies, industry and public interest groups and media	yes	

B. Conservation Information Program Expenditures

1. Annual Expenditures (Excluding Staffing)	4016
---------------------------------------------	------

C. "At Least As Effective As"

- | | |
|----------------------------------------------------------------------------------------------------------------------------------------------------------|----|
| 1. Is your AGENCY implementing an "at least as effective as" variant of this BMP? | No |
| a. If YES, please explain in detail how your implementation of this BMP differs from Exhibit 1 and why you consider it to be "at least as effective as." | |

D. Comments

The City of Millbrae held a series of 3 workshops (Waterwise Landscape Design, Irrigation and Native Plants) with 87 attendees.

BMP 08: School Education Programs

Reporting Unit: City of Millbrae	BMP Form Status: 100% Complete	Year: 2006
--------------------------------------------	------------------------------------------	----------------------

A. Implementation

- How is your public information program implemented?
Retailer runs program without wholesaler sponsorship
- Please provide information on your region-wide school programs (by grade level):

Grade	Are grade-appropriate materials distributed?	No. of class presentations	No. of students reached	No. of teachers' workshops
--------------	-----------------------------------------------------	-----------------------------------	--------------------------------	-----------------------------------

Grades K-3rd	yes	0	804	0
Grades 4th-6th	yes	0	469	0
Grades 7th-8th	no	0	0	0
High School	no	0	0	0
4. Did your Agency's materials meet state education framework requirements?				yes
5. When did your Agency begin implementing this program?				2/1/1991

B. School Education Program Expenditures

1. Annual Expenditures (Excluding Staffing)	1289
---------------------------------------------	------

C. "At Least As Effective As"

1. Is your AGENCY implementing an "at least as effective as" variant of this BMP? No
 - a. If YES, please explain in detail how your implementation of this BMP differs from Exhibit 1 and why you consider it to be "at least as effective as."

D. Comments

Worked with the environmental programs, Recycling, Pollution Prevention, to reach teachers and students collectively via materials, newsletters, assemblies. Three 4/5th grade classes participated in the Down the Drain water awareness activity (Center for Innovative Engineering & Science Education) and at completion, each student received a conservation kit to bring home. Due to staffing levels and budget, City Staff concentrated on grades K-6.

BMP 09: Conservation Programs for CII Accounts

Reporting Unit:	BMP Form Status:	Year:
City of Millbrae	100% Complete	2006

A. Implementation

1. Has your agency identified and ranked COMMERCIAL customers according to use? yes
2. Has your agency identified and ranked INDUSTRIAL customers according to use? yes
3. Has your agency identified and ranked INSTITUTIONAL customers according to use? yes

Option A: CII Water Use Survey and Customer Incentives Program

4. Is your agency operating a CII water use survey and customer incentives program for the purpose of complying with BMP 9 yes

under this option? If so, please describe activity during reporting period:

CII Surveys	Commercial Accounts	Industrial Accounts	Institutional Accounts
a. Number of New Surveys Offered	26	0	0
b. Number of New Surveys Completed	0	0	0
c. Number of Site Follow-ups of Previous Surveys (within 1 yr)	0	0	0
d. Number of Phone Follow-ups of Previous Surveys (within 1 yr)	0	0	0
CII Survey Components	Commercial Accounts	Industrial Accounts	Institutional Accounts
e. Site Visit	yes	no	yes
f. Evaluation of all water-using apparatus and processes	yes	no	yes
g. Customer report identifying recommended efficiency measures, paybacks and agency incentives	yes	no	yes
Agency CII Customer Incentives	Budget (\$/Year)	# Awarded to Customers	Total \$ Amount Awarded
h. Rebates	0	0	0
i. Loans	0	0	0
j. Grants	0	0	0
k. Others	0	0	0

Option B: CII Conservation Program Targets

5. Does your agency track CII program interventions and water savings for the purpose of complying with BMP 9 under this option? no

6. Does your agency document and maintain records on how savings were realized and the method of calculation for estimated savings? no

7. **System Calculated** annual savings (AF/yr):

CII Programs	# Device Installations
a. Ultra Low Flush Toilets	51
b. Dual Flush Toilets	0
c. High Efficiency Toilets	0

d. High Efficiency Urinals	0
e. Non-Water Urinals	0
f. Commercial Clothes Washers (coin-op only; not industrial)	1
g. Cooling Tower Controllers	0
h. Food Steamers	0
i. Ice Machines	0
j. Pre-Rinse Spray Valves	2
k. Steam Sterilizer Retrofits	0
l. X-ray Film Processors	0

8. **Estimated** annual savings (AF/yr) from agency programs not including the devices listed in Option B. 7., above:

CII Programs	Annual Savings (AF/yr)
a. Site-verified actions taken by agency:	0
b. Non-site-verified actions taken by agency:	0

B. Conservation Program Expenditures for CII Accounts

	This Year	Next Year
1. Budgeted Expenditures	3000	2900
2. Actual Expenditures	2825	

C. "At Least As Effective As"

1. Is your agency implementing an "at least as effective as" variant of this BMP? No
- a. If YES, please explain in detail how your implementation of this BMP differs from Exhibit 1 and why you consider it to be "at least as effective as."

D. Comments

Outreach visits to hotels in the City of Millbrae lead to one hotel replacing 48 3 gpf toilets with 1.6 gpf toilets in guestroom. Staffing issues prohibited implementation of full surveys.

BMP 11: Conservation Pricing

Reporting Unit:	BMP Form	Year:
City of Millbrae	Status:	2006
	100% Complete	

A. Implementation

Water Service Rate Structure Data by Customer Class

Number of schedules:

For the following accounts, how many rate schedules does agency offer/use?

Use of classification:

This agency:

1. Single-family residential	1	Uses classification in its billing system
2. Multi-family residential	1	Uses classification in its billing system
3. Commercial	1	Uses classification in its billing system
4. Industrial	1	Uses classification in its billing system
5. Institutional/ government	1	Uses classification in its billing system
6. Dedicated irrigation (potable water)	1	Uses classification in its billing system
7. Other	1	Uses classification in its billing system
8. Recycled-reclaimed water	0	Does not offer this type of water
9. Raw water (urban use)	0	Does not offer this type of water
10. Wholesale (urban use)	0	Does not offer this type of water

Sewer Service

11. Does your agency provide sewer service to your water customers?	yes
12. If yes, does sewer service use conservation rate structures?	yes
13. Has your agency made the required efforts (as prescribed in BMP 11) to have sewer services billed on conservation rates?	yes
14. What water agency activities have been undertaken during the reporting period to achieve waste water agency volumetric billing in your water agency service area?	Ordinances Other

B. "At Least As Effective As"

1. Is your AGENCY implementing an "at least as effective as" variant of this BMP?	No
-----------------------------------------------------------------------------------	----

a. If YES, please explain in detail how your implementation of this BMP differs from Exhibit 1 and why you consider it to be "at least as effective as."

C. Comments

Meter sizes do not necessarily match up with this report's account categories. Software system does not provide revenue in these categories.

BMP 11: Conservation Pricing

Reporting Unit:
City of Millbrae

BMP Form Status: **100% Complete** Year: **2006**

1.A. Single-Family Residential Rate Schedule A

a. Water Rate Structure	Uniform
b. Sewer Rate Structure	Uniform Seasonal

c. Total Revenue from only Volumetric Charges	0
d. Total Revenue from Non-Volumetric Charges (Includes fixed fees, surcharges, minimum usage charges, monthly service charges, meter charges etc.)	0
e. Total Revenue from this category	0

1.A. Rate Schedule - Volumetric

Title: Monthly Water Rates and Charges

f. Billing Cycles/year	6
g. Service Charges/Cycle	19.12
h. Gallons/Bill Unit	748
i. Minimum Use/Cycle	0
j. Non-billed Units (included in monthly service charge)	0

	\$/Bill Unit	Starting At (unit qty.)
k. Tier 1	2.55	1
l. Tier 2		
m. Tier 3		
n. Tier 4		
o. Tier 5		
p. Tier 6		
q. Approximate quantity of meters/accounts on this rate schedule		5676
r. Are elevation charges included?		no
s. Approximate total annual water usage (AF) from customers on this rate schedule		1459

BMP 11: Conservation Pricing

Reporting Unit:
City of Millbrae

BMP Form Status:
100% Complete

Year:
2006

2.A. Multi-Family Residential Rate Schedule A

a. Water Rate Structure	Uniform
b. Sewer Rate Structure	Uniform Seasonal
c. Total Revenue from only Volumetric Charges	0
d. Total Revenue from Non-Volumetric Charges	0

(Includes fixed fees, surcharges, minimum usage charges, monthly service charges, meter charges etc.)

e. Total Revenue from this category 0

2.A. Rate Schedule - Volumetric

Title: Monthly Water Rates and Charges

f. Billing Cycles/year 6

g. Service Charges/Cycle 19.12

h. Gallons/Bill Unit 748

i. Minimum Use/Cycle 0

j. Non-billed Units (included in monthly service charge) 0

	\$/Bill Unit	Starting At (unit qty.)
k. Tier 1	2.55	1
l. Tier 2		
m. Tier 3		
n. Tier 4		
o. Tier 5		
p. Tier 6		

q. Approximate quantity of meters/accounts on this rate schedule 262

r. Are elevation charges included? no

s. Approximate total annual water usage (AF) from customers on this rate schedule 410

BMP 11: Conservation Pricing

Reporting Unit:

City of Millbrae

BMP Form Status:

100% Complete

Year:

2006

3.A. Commercial Rate Schedule A

a. Water Rate Structure Uniform

b. Sewer Rate Structure Uniform Seasonal

c. Total Revenue from only Volumetric Charges 0

d. Total Revenue from Non-Volumetric Charges 0

(Includes fixed fees, surcharges, minimum usage charges, monthly service charges, meter charges etc.)

e. Total Revenue from this category	0
-------------------------------------	---

3.A. Rate Schedule - Volumetric

Title: Monthly Water Rates and Charges

f. Billing Cycles/year	6
g. Service Charges/Cycle	86
h. Gallons/Bill Unit	748
i. Minimum Use/Cycle	0
j. Non-billed Units (included in monthly service charge)	0

	\$/Bill Unit	Starting At (unit qty.)
k. Tier 1	2.55	0
l. Tier 2		
m. Tier 3		
n. Tier 4		
o. Tier 5		
p. Tier 6		

q. Approximate quantity of meters/accounts on this rate schedule	286
r. Are elevation charges included?	no
s. Approximate total annual water usage (AF) from customers on this rate schedule	402

BMP 11: Conservation Pricing

Reporting Unit:
City of Millbrae

BMP Form Status:
100% Complete

Year:
2006

4.A. Industrial Rate Schedule A

a. Water Rate Structure	Uniform
b. Sewer Rate Structure	Uniform Seasonal
c. Total Revenue from only Volumetric Charges	0
d. Total Revenue from Non-Volumetric Charges (Includes fixed fees, surcharges, minimum usage charges, monthly service charges, meter charges etc.)	0
e. Total Revenue from this category	0

4.A. Rate Schedule - Volumetric

Title: Monthly Water Rates and Charges

f. Billing Cycles/year		6
g. Service Charges/Cycle		86
h. Gallons/Bill Unit		748
i. Minimum Use/Cycle		0
j. Non-billed Units (included in monthly service charge)		0
	\$/Bill Unit	Starting At (unit qty.)
k. Tier 1	2.55	1
l. Tier 2		
m. Tier 3		
n. Tier 4		
o. Tier 5		
p. Tier 6		
q. Approximate quantity of meters/accounts on this rate schedule		0
r. Are elevation charges included?		no
s. Approximate total annual water usage (AF) from customers on this rate schedule		0

BMP 11: Conservation Pricing

Reporting Unit:
City of Millbrae

BMP Form Status:
100% Complete

Year:
2006

5.A. Institutional Rate Schedule A

a. Water Rate Structure	Uniform
b. Sewer Rate Structure	Uniform Seasonal
c. Total Revenue from only Volumetric Charges	0
d. Total Revenue from Non-Volumetric Charges (Includes fixed fees, surcharges, minimum usage charges, monthly service charges, meter charges etc.)	0
e. Total Revenue from this category	0

5.A. Rate Schedule - Volumetric

Title: Monthly Water Rates and Charges

f. Billing Cycles/year		6
g. Service Charges/Cycle		86
h. Gallons/Bill Unit		748
i. Minimum Use/Cycle		0
j. Non-billed Units (included in monthly service charge)		0
	\$/Bill Unit	Starting At (unit qty.)
k. Tier 1	2.55	1
l. Tier 2		
m. Tier 3		
n. Tier 4		
o. Tier 5		
p. Tier 6		
q. Approximate quantity of meters/accounts on this rate schedule		40
r. Are elevation charges included?		no
s. Approximate total annual water usage (AF) from customers on this rate schedule		90

BMP 11: Conservation Pricing

Reporting Unit:
City of Millbrae

BMP Form Status:
100% Complete

Year:
2006

6.A. Irrigation Rate Schedule A

a. Water Rate Structure	Uniform
b. Sewer Rate Structure	Uniform Seasonal
c. Total Revenue from only Volumetric Charges	0
d. Total Revenue from Non-Volumetric Charges (Includes fixed fees, surcharges, minimum usage charges, monthly service charges, meter charges etc.)	0
e. Total Revenue from this category	0

6.A. Rate Schedule - Volumetric

Title: Monthly Water Rates and Charges

f. Billing Cycles/year		6
g. Service Charges/Cycle		86
h. Gallons/Bill Unit		748
i. Minimum Use/Cycle		0
j. Non-billed Units (included in monthly service charge)		0
	\$/Bill Unit	Starting At (unit qty.)
k. Tier 1	2.55	1
l. Tier 2		
m. Tier 3		
n. Tier 4		
o. Tier 5		
p. Tier 6		
q. Approximate quantity of meters/accounts on this rate schedule		62
r. Are elevation charges included?		no
s. Approximate total annual water usage (AF) from customers on this rate schedule		150

BMP 11: Conservation Pricing

Reporting Unit:
City of Millbrae

BMP Form Status:
100% Complete

Year:
2006

7.A. Other Rate Schedule A

a. Water Rate Structure	Uniform
b. Sewer Rate Structure	Uniform Seasonal
c. Total Revenue from only Volumetric Charges	0
d. Total Revenue from Non-Volumetric Charges (Includes fixed fees, surcharges, minimum usage charges, monthly service charges, meter charges etc.)	0
e. Total Revenue from this category	0

7.A. Rate Schedule - Volumetric

Title: Monthly Water Rates and Charges

f. Billing Cycles/year	6
g. Service Charges/Cycle	86
h. Gallons/Bill Unit	748
i. Minimum Use/Cycle	0
j. Non-billed Units (included in monthly service charge)	0
	Starting
	At
	(unit
	qty.)
k. Tier 1	748 1
l. Tier 2	
m. Tier 3	
n. Tier 4	
o. Tier 5	
p. Tier 6	
q. Approximate quantity of meters/accounts on this rate schedule	98
r. Are elevation charges included?	no
s. Approximate total annual water usage (AF) from customers on this rate schedule	7

BMP 12: Conservation Coordinator

Reporting Unit:

City of Millbrae

BMP Form Status:

100% Complete

Year:

2006

A. Implementation

1. Does your Agency have a conservation coordinator? yes
2. Is a coordinator position supplied by another agency with which you cooperate in a regional conservation program ? yes
 - a. Partner agency's name: BAWSCA
3. If your agency supplies the conservation coordinator:
 - a. What percent is this conservation coordinator's position? 75%
 - b. Coordinator's Name Deborah Koenig

c. Coordinator's Title	Senior Office Assistant
d. Coordinator's Experience in Number of Years	Assisting previous Coordinator for 2 years
e. Date Coordinator's position was created (mm/dd/yyyy)	7/1/1990

4. Number of conservation staff (FTEs), including Conservation Coordinator.	2
-----------------------------------------------------------------------------	---

B. Conservation Staff Program Expenditures

1. Staffing Expenditures (In-house Only)	31219
2. BMP Program Implementation Expenditures	66054

C. "At Least As Effective As"

1. Is your agency implementing an "at least as effective as" variant of this BMP?	no
a. If YES, please explain in detail how your implementation of this BMP differs from Exhibit 1 and why you consider it to be "at least as effective as."	

D. Comments

BMP 13: Water Waste Prohibition

Reporting Unit:	BMP Form Status:	Year:
City of Millbrae	100% Complete	2006

A. Requirements for Documenting BMP Implementation

1. Is a water waste prohibition ordinance in effect in your service area?	yes
a. If YES, describe the ordinance: CUWCC has a copy of this ordinance on file.	
2. Is a copy of the most current ordinance(s) on file with CUWCC?	yes
a. List local jurisdictions in your service area in the first text box and water waste ordinance citations in each jurisdiction in the second text box: City of Millbrae, City of San Bruno Notices only, no citations.	

B. Implementation

1. Indicate which of the water uses listed below are prohibited by your agency or service area.	
a. Gutter flooding	yes
b. Single-pass cooling systems for new connections	yes
c. Non-recirculating systems in all new conveyor or car wash systems	yes
d. Non-recirculating systems in all new commercial laundry systems	yes
e. Non-recirculating systems in all new decorative fountains	yes
f. Other, please name	yes

See ordinance on file

2. Describe measures that prohibit water uses listed above:

We have a hotline to report violators and City staff report violations to the Conservation Coordinator. Authority to cite.

Water Softeners:

3. Indicate which of the following measures your agency has supported in developing state law:

- | | |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----|
| a. Allow the sale of more efficient, demand-initiated regenerating DIR models. | no |
| b. Develop minimum appliance efficiency standards that: | |
| i.) Increase the regeneration efficiency standard to at least 3,350 grains of hardness removed per pound of common salt used. | no |
| ii.) Implement an identified maximum number of gallons discharged per gallon of soft water produced. | no |
| c. Allow local agencies, including municipalities and special districts, to set more stringent standards and/or to ban on-site regeneration of water softeners if it is demonstrated and found by the agency governing board that there is an adverse effect on the reclaimed water or groundwater supply. | no |

4. Does your agency include water softener checks in home water audit programs?	no
---------------------------------------------------------------------------------	----

5. Does your agency include information about DIR and exchange-type water softeners in educational efforts to encourage replacement of less efficient timer models?	no
---------------------------------------------------------------------------------------------------------------------------------------------------------------------	----

C. "At Least As Effective As"

1. Is your AGENCY implementing an "at least as effective as" variant of this BMP?	no
-----------------------------------------------------------------------------------	----

a. If YES, please explain in detail how your implementation of this BMP differs from Exhibit 1 and why you consider it to be "at least as effective as."

D. Comments

BMP 14: Residential ULFT Replacement Programs

Reporting Unit:	BMP Form Status:	Year:
City of Millbrae	100% Complete	2006

A. Implementation

Number of Non-Efficient Toilets Replaced With 1.6 gpf Toilets During Report Year

	Single-Family Accounts	Multi-Family Units
1. Does your Agency have program(s) for replacing high-water-using toilets with ultra-low flush toilets?	yes	yes

Replacement Method	SF Accounts	MF Units
2. Rebate	46	17
3. Direct Install	0	0
4. CBO Distribution	0	0
5. Other	0	0
Total	46	17

Number of Non-Efficient Toilets Replaced With 1.28 gpf High-Efficiency Toilets (HETs) During Report Year

	Single- Family Accounts	Multi- Family Units
6. Does your Agency have program(s) for replacing high-water-using toilets with ultra-low flush toilets?	no	no
Replacement Method	SF Accounts	MF Units
7. Rebate		
8. Direct Install		
9. CBO Distribution		
10. Other		
Total		

Number of Non-Efficient Toilets Replaced With 1.2 gpf HETs (Dual-Flush) During Report Year

	Single- Family Accounts	Multi- Family Units
11. Does your Agency have program(s) for replacing high-water-using toilets with ultra-low flush toilets?	no	no
Replacement Method	SF Accounts	MF Units
12. Rebate		
13. Direct Install		
14. CBO Distribution		
15. Other		
Total		

16. Describe your agency's ULFT, HET, and/or Dual-Flush Toilet programs for single-family residences.

Flyer inserts in utility bills. Information included in new account packet brochure. Advertising City newsletters and guides, Community TV.

17. Describe your agency's ULFT, HET, and/or Dual-Flush Toilet programs for multi-family residences.

Same as for single-family with the exception of additional articles in the

local chamber newsletter.

18. Is a toilet retrofit on resale ordinance in effect for your service area? no

19. List local jurisdictions in your service area in the left box and ordinance citations in each jurisdiction in the right box:

B. Residential ULFT Program Expenditures

1. Estimated cost per replacement: \$ 50

C. "At Least As Effective As"

1. Is your AGENCY implementing an "at least as effective as" variant of this BMP? no

a. If YES, please explain in detail how your implementation of this BMP differs from Exhibit 1 and why you consider it to be "at least as effective as."

D. Comments

Reported as of 12/17/08

Water Supply & Reuse

Reporting Unit:

City of Millbrae

Year:

2007**Water Supply Source Information****Supply Source Name****Quantity (AF) Supplied****Supply Type**

SFPUC

1194450

Imported

Total AF: 1194450

Reported as of 12/17/08

Accounts & Water Use

Reporting Unit Name:

Pending CC Review

Year:

City of Millbrae**12/17/2008****2007****A. Service Area Population Information:**

1. Total service area population 20876

B. Number of Accounts and Water Deliveries (AF)

Type	Metered		Unmetered	
	No. of Accounts	Water Deliveries (AF)	No. of Accounts	Water Deliveries (AF)
1. Single-Family	5678	1538.78	0	0
2. Multi-Family	262	402.98	0	0
3. Commercial	285	411.98	0	0
4. Industrial	0	0	0	0
5. Institutional	40	108.09	0	0
6. Dedicated Irrigation	63	180.95	0	0
7. Recycled Water	0	0	0	0
8. Other	99	8.54	0	0
9. Unaccounted	NA	90.56	NA	0
Total	6427	2741.88	0	0
	Metered		Unmetered	

BMP 01: Water Survey Programs for Single-Family and Multi-Family Residential Customers

Reporting Unit:
City of Millbrae

BMP Form Status:
100% Complete

Year:
2007

A. Implementation

- | | |
|-------------------------------------------------------------------------------------------------------------------------------|------------|
| 1. Based on your signed MOU date, 10/22/1991, your Agency STRATEGY DUE DATE is: | 10/21/1993 |
| 2. Has your agency developed and implemented a targeting/ marketing strategy for SINGLE-FAMILY residential water use surveys? | no |
| a. If YES, when was it implemented? | |
| 3. Has your agency developed and implemented a targeting/ marketing strategy for MULTI-FAMILY residential water use surveys? | no |
| a. If YES, when was it implemented? | |

B. Water Survey Data

Survey Counts:	Single Family Accounts	Multi-Family Units
1. Number of surveys offered:	391	0
2. Number of surveys completed:	0	0

Indoor Survey:

- | | | |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----|----|
| 3. Check for leaks, including toilets, faucets and meter checks | no | no |
| 4. Check showerhead flow rates, aerator flow rates, and offer to replace or recommend replacement, if necessary | no | no |
| 5. Check toilet flow rates and offer to install or recommend installation of displacement device or direct customer to ULFT replacement program, as necessary; replace leaking toilet flapper, as necessary | no | no |

Outdoor Survey:

- | | | |
|--------------------------------------------------------------------------------------------------------------------------|----|------|
| 6. Check irrigation system and timers | no | no |
| 7. Review or develop customer irrigation schedule | no | no |
| 8. Measure landscaped area (Recommended but not required for surveys) | no | no |
| 9. Measure total irrigable area (Recommended but not required for surveys) | no | no |
| 10. Which measurement method is typically used (Recommended but not required for surveys) | | None |
| 11. Were customers provided with information packets that included evaluation results and water savings recommendations? | no | no |
| 12. Have the number of surveys offered and completed, survey results, and survey costs been tracked? | no | no |
| a. If yes, in what form are surveys tracked? | | None |
| b. Describe how your agency tracks this information. | | |

C. "At Least As Effective As"

- | | |
|--------------------------------------------------------------|-----|
| 1. Is your AGENCY implementing an "at least as effective as" | yes |
|--------------------------------------------------------------|-----|

variant of this BMP?

a. If YES, please explain in detail how your implementation of this BMP differs from Exhibit 1 and why you consider it to be "at least as effective as."

SF target from base year 1991, 1,154. 1,491 audits completed during mandatory rationing. MF target from base year 1991, 42. 109 audits completed during mandatory rationing. We continue to encourage replacement of fixtures and leak detection. We mail conservation kits and surveys (included in newsletter) to new residents and businesses and distribute the newsletter at public locations, at events and on our website.

D. Comments

Numbers do not reflect entire newsletter distribution. Data is not separated for single family versus multi-family.

BMP 02: Residential Plumbing Retrofit

Reporting Unit:

BMP Form Status:

Year:

City of Millbrae**100% Complete****2007****A. Implementation**

1. Is there an enforceable ordinance in effect in your service area requiring replacement of high-flow showerheads and other water use fixtures with their low-flow counterparts? no
 - a. If YES, list local jurisdictions in your service area and code or ordinance in each:
2. Has your agency satisfied the 75% saturation requirement for single-family housing units? no
3. Estimated percent of single-family households with low-flow showerheads: 43%
4. Has your agency satisfied the 75% saturation requirement for multi-family housing units? no
5. Estimated percent of multi-family households with low-flow showerheads: 36%
6. If YES to 2 OR 4 above, please describe how saturation was determined, including the dates and results of any survey research.

B. Low-Flow Device Distribution Information

1. Has your agency developed a targeting/ marketing strategy for distributing low-flow devices? yes
 - a. If YES, when did your agency begin implementing this strategy? 2/1/1991
 - b. Describe your targeting/ marketing strategy.

Information is included in new resident packets for all of our devices as well as a survey, and Niagara Water Conservation Kit. We also distribute information at events, the Public Works counter, schools, and at other various locations.

Low-Flow Devices Distributed/ Installed	SF Accounts	MF Units
2. Number of low-flow showerheads distributed:	167	14
3. Number of toilet-displacement devices distributed:	391	0
4. Number of toilet flappers distributed:	0	0
5. Number of faucet aerators distributed:	700	0
6. Does your agency track the distribution and cost of low-flow devices?		yes
a. If YES, in what format are low-flow devices tracked?		Database
b. If yes, describe your tracking and distribution system :		

It is an Excel database that is updated monthly.

C. "At Least As Effective As"

1. Is your AGENCY implementing an "at least as effective as" variant of this BMP? No
 - a. If YES, please explain in detail how your implementation of this BMP differs from Exhibit 1 and why you consider it to be "at least as effective as."

D. Comments

Data was not separated for single versus multi-family. We have updated our database to separate the two. The percentage for #3 looks like it went down because numbers were entered incorrectly for previous years in terms of the number of accounts. From 2000 to 2004 the duplexes were included with single family homes when it should have been included with multi-family. Also the numbers from 2004-2006 were put in as an increase instead of as the actual percentage. The percentages for 04-05 should have been 40% and 05-06 should have been 40%.

BMP 03: System Water Audits, Leak Detection and Repair

Reporting Unit:

BMP Form Status:

Year:

City of Millbrae**100% Complete****2007****A. Implementation**

1. Does your agency own or operate a water distribution system? yes
2. Has your agency completed a pre-screening system audit for this reporting year? yes
3. If YES, enter the values (AF/Year) used to calculate verifiable use as a percent of total production:
 - a. Determine metered sales (AF) 2651.32
 - b. Determine other system verifiable uses (AF) 7.04
 - c. Determine total supply into the system (AF) 2741.88
 - d. Using the numbers above, if (Metered Sales + Other Verifiable Uses) / Total Supply is < 0.9 then a full-scale system audit is required. 0.97
4. Does your agency keep necessary data on file to verify the values entered in question 3? yes
5. Did your agency complete a full-scale audit during this report year? no
6. Does your agency maintain in-house records of audit results or completed AWWA M36 audit worksheets for the completed audit which could be forwarded to CUWCC? yes
7. Does your agency operate a system leak detection program? no
 - a. If yes, describe the leak detection program:

B. Survey Data

1. Total number of miles of distribution system line. 69.8
2. Number of miles of distribution system line surveyed. 0

C. "At Least As Effective As"

1. Is your agency implementing an "at least as effective as" variant of this BMP? yes
 - a. If YES, please explain in detail how your implementation of this BMP differs from Exhibit 1 and why you consider it to be "at least as effective as."

Perform audit biannually and implement leak detection program when cost vs benefits is favorable.

D. Comments

Verifiable uses refer to storage tank and water main flushing and water main break losses.

Voluntary Questions (Not used to calculate compliance)**E. Volumes**

- | | Estimated | Verified |
|---------------------------------------------------|------------------|-----------------|
| 1. Volume of raw water supplied to the system: | | |
| 2. Volume treated water supplied into the system: | | |
| 3. Volume of water exported from the system: | | |

4. Volume of billed authorized metered consumption:
5. Volume of billed authorized unmetered consumption:
6. Volume of unbilled authorized metered consumption:
7. Volume of unbilled authorized unmetered consumption:

F. Infrastructure and Hydraulics

1. System input (source or master meter) volumes metered at the entry to the:
2. How frequently are they tested and calibrated?
3. Length of mains:
4. What % of distribution mains are rigid pipes (metal, ac, concrete)?
5. Number of service connections:
6. What % of service connections are rigid pipes (metal)?
7. Are residential properties fully metered?
8. Are non-residential properties fully metered?
9. Provide an estimate of customer meter under-registration:
10. Average length of customer service line from the main to the point of the meter:
11. Average system pressure:
12. Range of system pressures:

From to

13. What percentage of the system is fed from gravity feed?
14. What percentage of the system is fed by pumping and re-pumping?

G. Maintenance Questions

1. Who is responsible for providing, testing, repairing and replacing customer meters?
2. Does your agency test, repair and replace your meters on a regular timed schedule?
 - a. If yes, does your agency test by meter size or customer category?:
 - Less than or equal to 1"
 - 1.5" to 2"
 - 3" and Larger
 - b. If yes to meter size, please provide the frequency of testing by meter size:
 - Less than or equal to 1"
 - 1.5" to 2"
 - 3" and Larger
 - c. If yes to customer category, provide the frequency of testing by customer category:
 - SF residential
 - MF residential
 - Commercial
 - Industrial & Institutional
3. Who is responsible for repairs to the customer lateral or customer service line?
4. Who is responsible for service line repairs downstream of the customer meter?
5. Does your agency proactively search for leaks using leak survey techniques or does your utility reactively repair leaks

which are called in, or both?

6. What is the utility budget breakdown for:

Leak Detection	\$
Leak Repair	\$
Auditing and Water Loss Evaluation	\$
Meter Testing	\$

H. Comments

BMP 04: Metering with Commodity Rates for all New Connections and Retrofit of Existing

Reporting Unit:
City of Millbrae

BMP Form Status:
100% Complete

Year:
2007

A. Implementation

1. Does your agency have any unmetered service connections? No
 - a. If YES, has your agency completed a meter retrofit plan? No
 - b. If YES, number of previously unmetered accounts fitted with meters during report year:
2. Are all new service connections being metered and billed by volume of use? Yes
3. Are all new service connections being billed volumetrically with meters? Yes
4. Has your agency completed and submitted electronically to the Council a written plan, policy or program to test, repair and replace meters? Yes
5. Please fill out the following matrix:

Account Type	Number of Metered Accounts	Number of Metered Accounts Read	Number of Metered Accounts Billed by Volume	Billing Frequency Per Year	Number of Volume Estimates
a. Single Family	5678	5678	5678	6	0
b. Multi-Family	262	262	262	6	0
c. Commercial	285	285	285	6	0
d. Industrial	0	0	0	0	0
e. Institutional	40	40	40	6	0
f. Landscape Irrigation	63	63	63	6	0

B. Feasibility Study

1. Has your agency conducted a feasibility study to assess the merits of a program to provide incentives to switch mixed-use accounts to dedicated landscape meters? no
 - a. If YES, when was the feasibility study conducted? (mm/dd/yy)
 - b. Describe the feasibility study:
2. Number of CII accounts with mixed-use meters: 262
3. Number of CII accounts with mixed-use meters retrofitted with dedicated irrigation meters during reporting period. 4

C. "At Least As Effective As"

1. Is your agency implementing an "at least as effective as" variant of this BMP? No
 - a. If YES, please explain in detail how your implementation of this BMP differs from Exhibit 1 and why you consider it to be "at least as effective as."

D. Comments

The City's policy is included in the Ordinance on water conservation.

BMP 05: Large Landscape Conservation Programs and Incentives

Reporting Unit:
City of Millbrae

BMP Form Status:
100% Complete

Year:
2007

A. Water Use Budgets

- | | |
|----------------------------------------------------------------------------------------------|-----|
| 1. Number of Dedicated Irrigation Meter Accounts: | 63 |
| 2. Number of Dedicated Irrigation Meter Accounts with Water Budgets: | 25 |
| 3. Budgeted Use for Irrigation Meter Accounts with Water Budgets (AF) during reporting year: | 671 |
| 4. Actual Use for Irrigation Meter Accounts with Water Budgets (AF) during reporting year: | 336 |
| 5. Does your agency provide water use notices to accounts with budgets each billing cycle? | yes |

B. Landscape Surveys

- | | |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|
| 1. Has your agency developed a marketing / targeting strategy for landscape surveys? | yes |
| a. If YES, when did your agency begin implementing this strategy? | 7/1/1991 |
| b. Description of marketing / targeting strategy: | |
| <p>Performed surveys during mandatory rationing. Since then we have provided CIMIS information to encourage participation. Budgets are based on square footage and water consumption.</p> | |
| 2. Number of Surveys Offered during reporting year. | 0 |
| 3. Number of Surveys Completed during reporting year. | 0 |
| 4. Indicate which of the following Landscape Elements are part of your survey: | |
| a. Irrigation System Check | no |
| b. Distribution Uniformity Analysis | yes |
| c. Review / Develop Irrigation Schedules | no |
| d. Measure Landscape Area | yes |
| e. Measure Total Irrigable Area | no |
| f. Provide Customer Report / Information | yes |
| 5. Do you track survey offers and results? | yes |
| 6. Does your agency provide follow-up surveys for previously completed surveys? | yes |
| a. If YES, describe below: | |

The consultant provides follow-up surveys after each water billing cycle.

C. Other BMP 5 Actions

- | | |
|----------------------------------------------------------------------------------------------------------------------------------------|----|
| 1. An agency can provide mixed-use accounts with ETo-based landscape budgets in lieu of a large landscape survey program. | no |
| Does your agency provide mixed-use accounts with landscape budgets? | |
| 2. Number of CII mixed-use accounts with landscape budgets. | 0 |
| Number of CII accounts with mixed-use meters retrofitted with dedicated irrigation meters during reporting period. (From BMP 4 report) | 4 |
| Total number of change-outs from mixed-use to dedicated irrigation meters since Base Year. | |

3. Do you offer landscape irrigation training? yes
4. Does your agency offer financial incentives to improve landscape water use efficiency? no

Type of Financial Incentive:	Budget (Dollars/Year)	Number Awarded to Customers	Total Amount Awarded
a. Rebates	0	0	0
b. Loans	0	0	0
c. Grants	0	0	0

5. Do you provide landscape water use efficiency information to new customers and customers changing services? yes

a. If YES, describe below:

Brochures and Lawn Watering Guides.

6. Do you have irrigated landscaping at your facilities? yes
- a. If yes, is it water-efficient? yes
- b. If yes, does it have dedicated irrigation metering? yes
7. Do you provide customer notices at the start of the irrigation season? yes
8. Do you provide customer notices at the end of the irrigation season? yes

D. "At Least As Effective As"

1. Is your AGENCY implementing an "at least as effective as" variant of this BMP? No
- a. If YES, please explain in detail how your implementation of this BMP differs from Exhibit 1 and why you consider it to be "at least as effective as."

E. Comments

Reported as of 12/17/08

BMP 06: High-Efficiency Washing Machine Rebate Programs

Reporting Unit:
City of Millbrae

BMP Form Status:
100% Complete

Year:
2007

A. Coverage Goal

	Single Family	Multi- Family
1. Number of residential dwelling units in the agency service area.	5,672	2,094
2. Coverage Goal =	= 596 Points	

B. Implementation

1. Does your agency offer rebates for **residential** high-efficiency washers? **yes**

HEW Water Factor	Number of Financial Incentives Issued	Total Value of Financial Incentives			TOTAL	POINTS AWARDED
		Retail Water Agency	Wholesaler/ Grants (if applicable)	Energy Utility (if applicable)		
2. Greater than 8.5 but not exceeding 9.5 (1 point)	0	\$ 0	\$ 0	\$ 0	\$ 0	0
3. Greater than 6.0 but not exceeding 8.5 (2 points)	37	\$ 1,175	\$ 675	\$ 0	\$ 1,850	74
4. Less than or equal to 6.0 (3 points)	88	\$ 5,200	\$ 3,600	\$ 0	\$ 8,800	264
TOTALS:	125	\$ 6,375	\$ 4,275	\$ 0	\$ 10,650	338

C. Past Credit Points

For HEW incentives issued before July 1, 2004, select ONE of the following TWO options:

- Method One: Points based on HEW Water Factor
- Method Two: Agency earns 1 point for each HEW.

Method Two: Agency earns 1 point for each HEW

	Number of Financial Incentives Issued	Total Value of Water Agency Financial Incentives	POINTS AWARDED
4. Total HEWs installed	195	\$ 14,625	195
PAST CREDIT TOTALS:	195	\$ 14,625	195

D. Rebate Program Expenditures

1. Average or Estimated Administration and Overhead	\$ 2,000
2. Is the financial incentive offered per HEW at least equal to the marginal benefits of the water savings per HEW?	yes

E. "At Least As Effective As"

1. Is your AGENCY implementing an "at least as effective as" variant of this BMP? no

a. If YES, please explain in detail how your implementation of this BMP differs from Exhibit 1 and why you consider it to be "at least as effective as."

F. Comments

BMP 07: Public Information Programs

Reporting Unit:

BMP Form Status:

Year:

City of Millbrae**100% Complete****2007****A. Implementation**

1. How is your public information program implemented?

Retailer runs program without wholesaler sponsorship

2. Describe the program and how it's organized:

The City celebrates Water Education Month, Water Awareness Month, Earth Day and Pollution Prevention Week by placing displays at the library, community center and City Hall; running notices and videos on the local cable station; tabling locally in a high foot traffic area and at City Hall. During these special events, the City Council is informed at their regularly scheduled meetings. Conservation staff distributes information at City events.

3. Indicate which and how many of the following activities are included in your public information program:

Public Information Program Activity in Retail Service Area	Yes/No	Number of Events
a. Paid Advertising	yes	4
b. Public Service Announcement	yes	3
c. Bill Inserts / Newsletters / Brochures	yes	25
d. Bill showing water usage in comparison to previous year's usage	yes	
e. Demonstration Gardens	yes	0
f. Special Events, Media Events	yes	6
g. Speaker's Bureau	yes	2
h. Program to coordinate with other government agencies, industry and public interest groups and media	yes	

B. Conservation Information Program Expenditures

1. Annual Expenditures (Excluding Staffing)

29678

C. "At Least As Effective As"

1. Is your AGENCY implementing an "at least as effective as" variant of this BMP?

No

- a. If YES, please explain in detail how your implementation of this BMP differs from Exhibit 1 and why you consider it to be "at least as effective as."

D. Comments

The City of Millbrae held three workshops (Solving Drainage Problems, Water Wise Irrigation and Native Plant Landscaping).

BMP 08: School Education Programs

Reporting Unit:

BMP Form Status:

Year:

City of Millbrae**100% Complete****2007****A. Implementation**

1. How is your public information program implemented?

Retailer runs program without wholesaler sponsorship

2. Please provide information on your region-wide school programs (by grade level):

Grade	Are grade-appropriate materials distributed?	No. of class presentations	No. of students reached	No. of teachers' workshops
Grades K-3rd	yes	0	804	0
Grades 4th-6th	yes	0	469	0
Grades 7th-8th	no	0	0	0
High School	no	0	0	0

4. Did your Agency's materials meet state education framework requirements? yes

5. When did your Agency begin implementing this program? 2/1/1991

B. School Education Program Expenditures

1. Annual Expenditures (Excluding Staffing) 3629.07

C. "At Least As Effective As"

1. Is your AGENCY implementing an "at least as effective as" variant of this BMP? No

a. If YES, please explain in detail how your implementation of this BMP differs from Exhibit 1 and why you consider it to be "at least as effective as."

D. Comments

Program works in coordination with the City's Environmental Programs, including Recycling & Waste Prevention and Pollution Prevention, to reach teachers and students collectively via educational handouts, newsletters and assemblies. Students also participated in Down the Drain activities. BAWSCA's educational water conservation kits were distributed to 100 students and efforts included classroom activities and home surveys. Program includes distribution of activity booklets to students at all of the grade schools for Water Education Month. Due to staffing levels and budget, City Staff concentrated on grades K-6. The budget is not separated for schools. The budget does not include all school activities.

BMP 09: Conservation Programs for CII Accounts

Reporting Unit:

BMP Form Status:

Year:

City of Millbrae**100% Complete****2007****A. Implementation**

- | | |
|------------------------------------------------------------------------------------|-----|
| 1. Has your agency identified and ranked COMMERCIAL customers according to use? | yes |
| 2. Has your agency identified and ranked INDUSTRIAL customers according to use? | no |
| 3. Has your agency identified and ranked INSTITUTIONAL customers according to use? | yes |

Option A: CII Water Use Survey and Customer Incentives Program

- | | |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|
| 4. Is your agency operating a CII water use survey and customer incentives program for the purpose of complying with BMP 9 under this option? If so, please describe activity during reporting period: | yes |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|

CII Surveys	Commercial Accounts	Industrial Accounts	Institutional Accounts
a. Number of New Surveys Offered	81	0	0
b. Number of New Surveys Completed	0	0	0
c. Number of Site Follow-ups of Previous Surveys (within 1 yr)	0	0	0
d. Number of Phone Follow-ups of Previous Surveys (within 1 yr)	0	0	0

CII Survey Components	Commercial Accounts	Industrial Accounts	Institutional Accounts
e. Site Visit	yes	no	yes
f. Evaluation of all water-using apparatus and processes	yes	no	yes
g. Customer report identifying recommended efficiency measures, paybacks and agency incentives	yes	no	yes

Agency CII Customer Incentives	Budget (\$/Year)	# Awarded to Customers	Total \$ Amount Awarded
h. Rebates	0	0	0
i. Loans	0	0	0
j. Grants	0	0	0
k. Others	0	0	0

Option B: CII Conservation Program Targets

- | | |
|--------------------------------------------------------------------------------------------------------------------------|----|
| 5. Does your agency track CII program interventions and water savings for the purpose of complying with BMP 9 under this | no |
|--------------------------------------------------------------------------------------------------------------------------|----|

option?

6. Does your agency document and maintain records on how savings were realized and the method of calculation for estimated savings? no

7. **System Calculated** annual savings (AF/yr):

CII Programs	# Device Installations
a. Ultra Low Flush Toilets	0
b. Dual Flush Toilets	0
c. High Efficiency Toilets	0
d. High Efficiency Urinals	0
e. Non-Water Urinals	0
f. Commercial Clothes Washers (coin-op only; not industrial)	0
g. Cooling Tower Controllers	0
h. Food Steamers	0
i. Ice Machines	0
j. Pre-Rinse Spray Valves	30
k. Steam Sterilizer Retrofits	0
l. X-ray Film Processors	0

8. **Estimated** annual savings (AF/yr) from agency programs not including the devices listed in Option B. 7., above:

CII Programs	Annual Savings (AF/yr)
a. Site-verified actions taken by agency:	0
b. Non-site-verified actions taken by agency:	0

B. Conservation Program Expenditures for CII Accounts

	This Year	Next Year
1. Budgeted Expenditures	0	0
2. Actual Expenditures	0	

C. "At Least As Effective As"

1. Is your agency implementing an "at least as effective as" variant of this BMP? No

a. If YES, please explain in detail how your implementation of this BMP differs from Exhibit 1 and why you consider it to be "at least as effective as."

D. Comments

Staffing issues prohibited implementation of full surveys. Surveys are sent to new accounts in packets with other information. The budget is not separated for residential, multi-family or commercial.

BMP 11: Conservation Pricing

Reporting Unit:

BMP Form Status:

Year:

City of Millbrae**100% Complete****2007****A. Implementation****Water Service Rate Structure Data by Customer Class****1. Single Family Residential**

a. Rate Structure	Uniform
b. Total Revenue from Commodity Charges (Volumetric Rates)	\$ 2,084,754
c. Total Revenue from Customer Meter/Service (Fixed) Charges	\$,605,598

2. Multi-Family Residential

a. Rate Structure	Uniform
b. Total Revenue from Commodity Charges (Volumetric Rates)	\$ 545,957
c. Total Revenue from Customer Meter/Service (Fixed) Charges	\$ 62,859

3. Commercial

a. Rate Structure	Uniform
b. Total Revenue from Commodity Charges (Volumetric Rates)	\$ 558,161
c. Total Revenue from Customer Meter/Service (Fixed) Charges	\$ 53,383

4. Industrial

a. Rate Structure	Service Not Provided
b. Total Revenue from Commodity Charges (Volumetric Rates)	\$ 0
c. Total Revenue from Customer Meter/Service (Fixed) Charges	\$ 0

5. Institutional / Government

a. Rate Structure	Uniform
b. Total Revenue from Commodity Charges (Volumetric Rates)	\$ 146,441
c. Total Revenue from Customer Meter/Service (Fixed) Charges	\$ 22,546

6. Dedicated Irrigation (potable)

a. Rate Structure	Uniform
b. Total Revenue from Commodity Charges (Volumetric Rates)	\$ 245,158
c. Total Revenue from Customer Meter/Service (Fixed) Charges	\$ 22,480

7. Recycled-Reclaimed

a. Rate Structure	Service Not Provided
b. Total Revenue from Commodity Charges (Volumetric Rates)	\$ 0
c. Total Revenue from Customer Meter/Service (Fixed) Charges	\$ 0

8. Raw

a. Rate Structure	Service Not Provided
b. Total Revenue from Commodity	\$ 0

Charges (Volumetric Rates)

c. Total Revenue from Customer Meter/Service (Fixed) Charges \$ 0

9. Other

a. Rate Structure Uniform

b. Total Revenue from Commodity Charges (Volumetric Rates) \$ 11,572

c. Total Revenue from Customer Meter/Service (Fixed) Charges \$ 8,400

B. Implementation Options**Select Either Option 1 or Option 2:****1. Option 1: Use Annual Revenue As Reported**

$$V/(V+M) \geq 70\%$$

V = Total annual revenue from volumetric rates

M = Total annual revenue from customer meter/service (fixed) charges

Selected

2. Option 2: Use Canadian Water & Wastewater Association Rate Design Model

$$V/(V+M) \geq V'/(V'+M')$$

V = Total annual revenue from volumetric rates

M = Total annual revenue from customer meter/service (fixed) charges

V' = The uniform volume rate based on the signatory's long-run incremental cost of service

M' = The associated meter charge

a. If you selected Option 2, has your agency submitted to the Council a completed Canadian Water & Wastewater Association rate design model?

b. Value for **V'** (uniform volume rate based on agency's long-run incremental cost of service) as determined by the Canadian Water & Wastewater Association rate design model:

c. Value for **M'** (meter charge associated with V' uniform volume rate) as determined by the Canadian Water & Wastewater Association rate design model:

C. Retail Wastewater (Sewer) Rate Structure Data by Customer Class

1. Does your agency provide sewer service? (If YES, answer questions 2 - 7 below, else continue to section D.) yes

2. Single Family Residential

a. Sewer Rate Structure Uniform Seasonal

b. Total Annual Revenue \$ 2,770,808

c. Total Revenue from Commodity Charges (Volumetric Rates) \$ 2,617,787

3. Multi-Family Residential

a. Sewer Rate Structure Uniform Seasonal

b. Total Annual Revenue \$ 1,091,788

c. Total Revenue from Commodity Charges (Volumetric Rates) \$ 958,819

4. Commercial

a. Sewer Rate Structure Uniform Seasonal

b. Total Annual Revenue \$ 976,187

c. Total Revenue from
Commodity Charges
(Volumetric Rates) \$ 561,630

5. Industrial

a. Sewer Rate Structure Service Not Provided

b. Total Annual Revenue \$ 0

c. Total Revenue from
Commodity Charges
(Volumetric Rates) \$ 0

6. Institutional / Government

a. Sewer Rate Structure Uniform Seasonal

b. Total Annual Revenue \$ 55,587

c. Total Revenue from
Commodity Charges
(Volumetric Rates) \$ 18,534

7. Recycled-reclaimed water

a. Sewer Rate Structure Service Not Provided

b. Total Annual Revenue \$ 0

c. Total Revenue from
Commodity Charges
(Volumetric Rates) \$ 0

D. "At Least As Effective As"

1. Is your agency implementing an "at least as effective as" variant of this BMP? No

a. If YES, please explain in detail how your implementation of this BMP differs from Exhibit 1 and why you consider it to be "at least as effective as."

E. Comments

Reported as of 12/17/08

BMP 12: Conservation Coordinator

Reporting Unit:

City of Millbrae

BMP Form Status:

100% Complete

Year:

2007**A. Implementation**

1. Does your Agency have a conservation coordinator? yes
2. Is a coordinator position supplied by another agency with which you cooperate in a regional conservation program ? yes
 - a. Partner agency's name: BAWSCA
3. If your agency supplies the conservation coordinator:
 - a. What percent is this conservation coordinator's position? 25%
 - b. Coordinator's Name Deborah Koenig
 - c. Coordinator's Title Senior Office Assistant
 - d. Coordinator's Experience in Number of Years Assisting previous Coordinator for 2 years plus 1 year of conservation coordinator.
 - e. Date Coordinator's position was created (mm/dd/yyyy) 7/1/1990
4. Number of conservation staff (FTEs), including Conservation Coordinator. .5

B. Conservation Staff Program Expenditures

1. Staffing Expenditures (In-house Only) 24889.63
2. BMP Program Implementation Expenditures 29677.7

C. "At Least As Effective As"

1. Is your agency implementing an "at least as effective as" variant of this BMP? no
 - a. If YES, please explain in detail how your implementation of this BMP differs from Exhibit 1 and why you consider it to be "at least as effective as."

D. Comments

BMP 13: Water Waste Prohibition

Reporting Unit:
City of Millbrae

BMP Form Status:
100% Complete

Year:
2007

A. Requirements for Documenting BMP Implementation

1. Is a water waste prohibition ordinance in effect in your service area? yes

a. If YES, describe the ordinance:

CUWCC has a copy of this ordinance on file.

2. Is a copy of the most current ordinance(s) on file with CUWCC? yes

a. List local jurisdictions in your service area in the first text box and water waste ordinance citations in each jurisdiction in the second text box:

City of Millbrae, City of San Bruno

Notices only, no citations.

B. Implementation

1. Indicate which of the water uses listed below are prohibited by your agency or service area.

a. Gutter flooding yes

b. Single-pass cooling systems for new connections yes

c. Non-recirculating systems in all new conveyor or car wash systems yes

d. Non-recirculating systems in all new commercial laundry systems yes

e. Non-recirculating systems in all new decorative fountains yes

f. Other, please name yes
 See ordinance on file

2. Describe measures that prohibit water uses listed above:

We have a hotline to report violators and City staff reports violations to the Conservation Coordinator who has authority to cite.

Water Softeners:

3. Indicate which of the following measures your agency has supported in developing state law:

a. Allow the sale of more efficient, demand-initiated regenerating DIR models. no

b. Develop minimum appliance efficiency standards that:

i.) Increase the regeneration efficiency standard to at least 3,350 grains of hardness removed per pound of common salt used. no

ii.) Implement an identified maximum number of gallons discharged per gallon of soft water produced. no

c. Allow local agencies, including municipalities and special districts, to set more stringent standards and/or to ban on-site regeneration of water softeners if it is demonstrated and found by the agency governing board that there is an adverse effect on the reclaimed water or groundwater supply. no

4. Does your agency include water softener checks in home water audit programs? no

5. Does your agency include information about DIR and exchange-type water softeners in educational efforts to encourage replacement of less efficient timer models? no

C. "At Least As Effective As"

1. Is your AGENCY implementing an "at least as effective as" variant of this BMP? no

a. If YES, please explain in detail how your implementation of this BMP differs from Exhibit 1 and why you consider it to be "at least as effective as."

D. Comments

Reported as of 12/17/08

BMP 14: Residential ULFT Replacement Programs

Reporting Unit:

BMP Form Status:

Year:

City of Millbrae**100% Complete****2007****A. Implementation****Number of Non-Efficient Toilets Replaced With 1.6 gpf Toilets During Report Year**

	Single-Family Accounts	Multi-Family Units
1. Does your Agency have program(s) for replacing high-water-using toilets with ultra-low flush toilets?	yes	yes
Replacement Method	SF Accounts	MF Units
2. Rebate	109	9
3. Direct Install	0	0
4. CBO Distribution	0	0
5. Other	0	0
Total	109	9

Number of Non-Efficient Toilets Replaced With 1.28 gpf High-Efficiency Toilets (HETs) During Report Year

	Single-Family Accounts	Multi-Family Units
6. Does your Agency have program(s) for replacing high-water-using toilets with ultra-low flush toilets?	no	no
Replacement Method	SF Accounts	MF Units
7. Rebate	0	0
8. Direct Install	0	0
9. CBO Distribution	0	0
10. Other	0	0
Total	0	0

Number of Non-Efficient Toilets Replaced With 1.2 gpf HETs (Dual-Flush) During Report Year

	Single-Family Accounts	Multi-Family Units
11. Does your Agency have program(s) for replacing high-water-using toilets with ultra-low flush toilets?	no	no
Replacement Method	SF Accounts	MF Units
12. Rebate	0	0
13. Direct Install	0	0
14. CBO Distribution	0	0
15. Other	0	0
Total	0	0

16. Describe your agency's ULFT, HET, and/or Dual-Flush Toilet programs for single-family residences.

Flyer inserts in and messages on utility bills, information is included in new resident packets, City newsletters, guides, displays and on Community TV.

17. Describe your agency's ULFT, HET, and/or Dual-Flush Toilet programs for multi-family residences.

Same as above.

18. Is a toilet retrofit on resale ordinance in effect for your service area? no

19. List local jurisdictions in your service area in the left box and ordinance citations in each jurisdiction in the right box:

N/A

N/A

B. Residential ULFT Program Expenditures

1. Estimated cost per replacement: \$ 50

C. "At Least As Effective As"

1. Is your AGENCY implementing an "at least as effective as" variant of this BMP? no

a. If YES, please explain in detail how your implementation of this BMP differs from Exhibit 1 and why you consider it to be "at least as effective as."

D. Comments

Reported as of 12/17/08

Water Supply & Reuse

Reporting Unit:

Year:

2008**Water Supply Source Information**

Supply Source Name

Quantity (AF) Supplied

Supply Type

Total AF:

Reported as of 12/17/08

Accounts & Water Use

Reporting Unit Name:

Pending CC Review

Year:

City of Millbrae**12/17/2008****2008****A. Service Area Population Information:**

1. Total service area population 21387

B. Number of Accounts and Water Deliveries (AF)

Type	Metered		Unmetered	
	No. of Accounts	Water Deliveries (AF)	No. of Accounts	Water Deliveries (AF)
1. Single-Family	5635	1501.29	0	0
2. Multi-Family	262	414.99	0	0
3. Commercial	287	431.58	0	0
4. Industrial	0	0	0	0
5. Institutional	37	104.07	0	0
6. Dedicated Irrigation	65	228.1	0	0
7. Recycled Water	0	0	0	0
8. Other	97	7.28	0	0
9. Unaccounted	NA	65.77	NA	0
Total	6383	2753.08	0	0
	Metered		Unmetered	

Reported as of 12/17/08

BMP 01: Water Survey Programs for Single-Family and Multi-Family Residential Customers

Reporting Unit:
City of Millbrae

BMP Form Status:
100% Complete

Year:
2008

A. Implementation

- | | |
|-------------------------------------------------------------------------------------------------------------------------------|------------|
| 1. Based on your signed MOU date, 10/22/1991, your Agency STRATEGY DUE DATE is: | 10/21/1993 |
| 2. Has your agency developed and implemented a targeting/ marketing strategy for SINGLE-FAMILY residential water use surveys? | no |
| a. If YES, when was it implemented? | |
| 3. Has your agency developed and implemented a targeting/ marketing strategy for MULTI-FAMILY residential water use surveys? | no |
| a. If YES, when was it implemented? | |

B. Water Survey Data

Survey Counts:	Single Family Accounts	Multi-Family Units
1. Number of surveys offered:	469	0
2. Number of surveys completed:	0	0

Indoor Survey:

- | | | |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----|----|
| 3. Check for leaks, including toilets, faucets and meter checks | no | no |
| 4. Check showerhead flow rates, aerator flow rates, and offer to replace or recommend replacement, if necessary | no | no |
| 5. Check toilet flow rates and offer to install or recommend installation of displacement device or direct customer to ULFT replacement program, as necessary; replace leaking toilet flapper, as necessary | no | no |

Outdoor Survey:

- | | | |
|--------------------------------------------------------------------------------------------------------------------------|----|------|
| 6. Check irrigation system and timers | no | no |
| 7. Review or develop customer irrigation schedule | no | no |
| 8. Measure landscaped area (Recommended but not required for surveys) | no | no |
| 9. Measure total irrigable area (Recommended but not required for surveys) | no | no |
| 10. Which measurement method is typically used (Recommended but not required for surveys) | | None |
| 11. Were customers provided with information packets that included evaluation results and water savings recommendations? | no | no |
| 12. Have the number of surveys offered and completed, survey results, and survey costs been tracked? | no | no |
| a. If yes, in what form are surveys tracked? | | None |
| b. Describe how your agency tracks this information. | | |

C. "At Least As Effective As"

- | | |
|--------------------------------------------------------------|-----|
| 1. Is your AGENCY implementing an "at least as effective as" | yes |
|--------------------------------------------------------------|-----|

variant of this BMP?

a. If YES, please explain in detail how your implementation of this BMP differs from Exhibit 1 and why you consider it to be "at least as effective as."

SF target from base year 1991, 1,154. 1,491 audits completed during mandatory rationing. MF target from base year 1991, 42. 109 audits completed during mandatory rationing. We continue to encourage replacement of fixtures and leak detection. We mail conservation kits and surveys (included in newsletter) to new residents and businesses and distribute the newsletter at public locations, at events and on our website.

D. Comments

Numbers do not reflect entire newsletter distribution. Data is not separated for single family versus multifamily. We have updated our database to separate the two.

Reported as of 12/17/08

BMP 02: Residential Plumbing Retrofit

Reporting Unit:

City of Millbrae

BMP Form Status:

100% Complete

Year:

2008**A. Implementation**

1. Is there an enforceable ordinance in effect in your service area requiring replacement of high-flow showerheads and other water use fixtures with their low-flow counterparts? no
 - a. If YES, list local jurisdictions in your service area and code or ordinance in each:
2. Has your agency satisfied the 75% saturation requirement for single-family housing units? no
3. Estimated percent of single-family households with low-flow showerheads: 47%
4. Has your agency satisfied the 75% saturation requirement for multi-family housing units? no
5. Estimated percent of multi-family households with low-flow showerheads: 48%
6. If YES to 2 OR 4 above, please describe how saturation was determined, including the dates and results of any survey research.

B. Low-Flow Device Distribution Information

1. Has your agency developed a targeting/ marketing strategy for distributing low-flow devices? yes
 - a. If YES, when did your agency begin implementing this strategy? 2/1/1991
 - b. Describe your targeting/ marketing strategy.

Information is included in new resident packets for all of our devices as well as a survey, and Niagara Water Conservation Kit. We also distribute information at events, the Public Works counter, and at other various locations.

Low-Flow Devices Distributed/ Installed	SF Accounts	MF Units
2. Number of low-flow showerheads distributed:	172	32
3. Number of toilet-displacement devices distributed:	469	0
4. Number of toilet flappers distributed:	0	0
5. Number of faucet aerators distributed:	1050	0
6. Does your agency track the distribution and cost of low-flow devices?		yes
a. If YES, in what format are low-flow devices tracked?		Database
b. If yes, describe your tracking and distribution system :		

It is an Excel database that is updated monthly.

C. "At Least As Effective As"

1. Is your AGENCY implementing an "at least as effective as" variant of this BMP? No
 - a. If YES, please explain in detail how your implementation of this BMP differs from Exhibit 1 and why you consider it to be "at least as effective as."

D. Comments

Data was not separated for single versus multi-family. We have updated our database to separate the two.

Reported as of 12/17/08

BMP 03: System Water Audits, Leak Detection and Repair

Reporting Unit:

BMP Form Status:

Year:

City of Millbrae**100% Complete****2008****A. Implementation**

1. Does your agency own or operate a water distribution system? yes
2. Has your agency completed a pre-screening system audit for this reporting year? yes
3. If YES, enter the values (AF/Year) used to calculate verifiable use as a percent of total production:
 - a. Determine metered sales (AF) 2687.31
 - b. Determine other system verifiable uses (AF) 7.04
 - c. Determine total supply into the system (AF) 2753.08
 - d. Using the numbers above, if (Metered Sales + Other Verifiable Uses) / Total Supply is < 0.9 then a full-scale system audit is required. 0.98
4. Does your agency keep necessary data on file to verify the values entered in question 3? yes
5. Did your agency complete a full-scale audit during this report year? no
6. Does your agency maintain in-house records of audit results or completed AWWA M36 audit worksheets for the completed audit which could be forwarded to CUWCC? yes
7. Does your agency operate a system leak detection program? no
 - a. If yes, describe the leak detection program:

B. Survey Data

1. Total number of miles of distribution system line. 69.8
2. Number of miles of distribution system line surveyed. 0

C. "At Least As Effective As"

1. Is your agency implementing an "at least as effective as" variant of this BMP? yes
 - a. If YES, please explain in detail how your implementation of this BMP differs from Exhibit 1 and why you consider it to be "at least as effective as."

Perform audit biannually and implement leak detection program when cost vs benefits is favorable.

D. Comments

Verifiable uses refer to storage tank and water main flushing and water main break losses.

Voluntary Questions (Not used to calculate compliance)**E. Volumes**

- | | Estimated | Verified |
|---------------------------------------------------|------------------|-----------------|
| 1. Volume of raw water supplied to the system: | | |
| 2. Volume treated water supplied into the system: | | |
| 3. Volume of water exported from the system: | | |

4. Volume of billed authorized metered consumption:
5. Volume of billed authorized unmetered consumption:
6. Volume of unbilled authorized metered consumption:
7. Volume of unbilled authorized unmetered consumption:

F. Infrastructure and Hydraulics

1. System input (source or master meter) volumes metered at the entry to the:
2. How frequently are they tested and calibrated?
3. Length of mains:
4. What % of distribution mains are rigid pipes (metal, ac, concrete)?
5. Number of service connections:
6. What % of service connections are rigid pipes (metal)?
7. Are residential properties fully metered?
8. Are non-residential properties fully metered?
9. Provide an estimate of customer meter under-registration:
10. Average length of customer service line from the main to the point of the meter:
11. Average system pressure:
12. Range of system pressures:

From to

13. What percentage of the system is fed from gravity feed?
14. What percentage of the system is fed by pumping and re-pumping?

G. Maintenance Questions

1. Who is responsible for providing, testing, repairing and replacing customer meters?
2. Does your agency test, repair and replace your meters on a regular timed schedule?
 - a. If yes, does your agency test by meter size or customer category?:
 - Less than or equal to 1"
 - 1.5" to 2"
 - 3" and Larger
 - b. If yes to meter size, please provide the frequency of testing by meter size:
 - c. If yes to customer category, provide the frequency of testing by customer category:
 - SF residential
 - MF residential
 - Commercial
 - Industrial & Institutional
3. Who is responsible for repairs to the customer lateral or customer service line?
4. Who is responsible for service line repairs downstream of the customer meter?
5. Does your agency proactively search for leaks using leak survey techniques or does your utility reactively repair leaks

which are called in, or both?

6. What is the utility budget breakdown for:

Leak Detection	\$
Leak Repair	\$
Auditing and Water Loss Evaluation	\$
Meter Testing	\$

H. Comments

Reported as of 12/17/08

BMP 04: Metering with Commodity Rates for all New Connections and Retrofit of Existing

Reporting Unit:
City of Millbrae

BMP Form Status:
100% Complete

Year:
2008

A. Implementation

1. Does your agency have any unmetered service connections? No
 - a. If YES, has your agency completed a meter retrofit plan?
 - b. If YES, number of previously unmetered accounts fitted with meters during report year:
2. Are all new service connections being metered and billed by volume of use? Yes
3. Are all new service connections being billed volumetrically with meters? Yes
4. Has your agency completed and submitted electronically to the Council a written plan, policy or program to test, repair and replace meters? Yes
5. Please fill out the following matrix:

Account Type	Number of Metered Accounts	Number of Metered Accounts Read	Number of Metered Accounts Billed by Volume	Billing Frequency Per Year	Number of Volume Estimates
a. Single Family	5635	5635	5635	6	0
b. Multi-Family	262	262	262	6	0
c. Commercial	287	287	287	6	0
d. Industrial	0	0	0	0	0
e. Institutional	37	37	37	6	0
f. Landscape Irrigation	65	65	65	6	0

B. Feasibility Study

1. Has your agency conducted a feasibility study to assess the merits of a program to provide incentives to switch mixed-use accounts to dedicated landscape meters? no
 - a. If YES, when was the feasibility study conducted? (mm/dd/yy)
 - b. Describe the feasibility study:
2. Number of CII accounts with mixed-use meters: 259
3. Number of CII accounts with mixed-use meters retrofitted with dedicated irrigation meters during reporting period. 3

C. "At Least As Effective As"

1. Is your agency implementing an "at least as effective as" variant of this BMP? No
 - a. If YES, please explain in detail how your implementation of this BMP differs from Exhibit 1 and why you consider it to be "at least as effective as."

D. Comments

The City's policy is included in the Ordinance on water conservation.

BMP 05: Large Landscape Conservation Programs and Incentives

Reporting Unit:
City of Millbrae

BMP Form Status:
100% Complete

Year:
2008

A. Water Use Budgets

- | | |
|----------------------------------------------------------------------------------------------|------|
| 1. Number of Dedicated Irrigation Meter Accounts: | 65 |
| 2. Number of Dedicated Irrigation Meter Accounts with Water Budgets: | 25 |
| 3. Budgeted Use for Irrigation Meter Accounts with Water Budgets (AF) during reporting year: | 2505 |
| 4. Actual Use for Irrigation Meter Accounts with Water Budgets (AF) during reporting year: | 1253 |
| 5. Does your agency provide water use notices to accounts with budgets each billing cycle? | yes |

B. Landscape Surveys

- | | |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|
| 1. Has your agency developed a marketing / targeting strategy for landscape surveys? | yes |
| a. If YES, when did your agency begin implementing this strategy? | 7/1/1991 |
| b. Description of marketing / targeting strategy: | |
| <p>Performed surveys during mandatory rationing. Since then we have provided CIMIS information to encourage participation. Budgets are based on square footage and water consumption.</p> | |
| 2. Number of Surveys Offered during reporting year. | 2 |
| 3. Number of Surveys Completed during reporting year. | 2 |
| 4. Indicate which of the following Landscape Elements are part of your survey: | |
| a. Irrigation System Check | no |
| b. Distribution Uniformity Analysis | yes |
| c. Review / Develop Irrigation Schedules | no |
| d. Measure Landscape Area | yes |
| e. Measure Total Irrigable Area | no |
| f. Provide Customer Report / Information | yes |
| 5. Do you track survey offers and results? | yes |
| 6. Does your agency provide follow-up surveys for previously completed surveys? | yes |
| a. If YES, describe below: | |

The consultant provides follow-up after each water billing cycle.

C. Other BMP 5 Actions

- | | |
|----------------------------------------------------------------------------------------------------------------------------------------|----|
| 1. An agency can provide mixed-use accounts with ETo-based landscape budgets in lieu of a large landscape survey program. | no |
| Does your agency provide mixed-use accounts with landscape budgets? | |
| 2. Number of CII mixed-use accounts with landscape budgets. | 0 |
| Number of CII accounts with mixed-use meters retrofitted with dedicated irrigation meters during reporting period. (From BMP 4 report) | 3 |
| Total number of change-outs from mixed-use to dedicated irrigation meters since Base Year. | |

3. Do you offer landscape irrigation training? yes

4. Does your agency offer financial incentives to improve landscape water use efficiency? no

Type of Financial Incentive:	Budget (Dollars/Year)	Number Awarded to Customers	Total Amount Awarded
a. Rebates	0	0	0
b. Loans	0	0	0
c. Grants	0	0	0

5. Do you provide landscape water use efficiency information to new customers and customers changing services? yes

a. If YES, describe below:

Brochures and lawn watering guides.

6. Do you have irrigated landscaping at your facilities? yes

a. If yes, is it water-efficient? yes

b. If yes, does it have dedicated irrigation metering? yes

7. Do you provide customer notices at the start of the irrigation season? yes

8. Do you provide customer notices at the end of the irrigation season? yes

D. "At Least As Effective As"

1. Is your AGENCY implementing an "at least as effective as" variant of this BMP? No

a. If YES, please explain in detail how your implementation of this BMP differs from Exhibit 1 and why you consider it to be "at least as effective as."

E. Comments

BMP 06: High-Efficiency Washing Machine Rebate Programs

Reporting Unit:
City of Millbrae

BMP Form Status:
100% Complete

Year:
2008

A. Coverage Goal

	Single Family	Multi- Family
1. Number of residential dwelling units in the agency service area.	5,672	2,094
2. Coverage Goal =	= 596 Points	

B. Implementation

1. Does your agency offer rebates for **residential** high-efficiency washers? **yes**

HEW Water Factor	Total Value of Financial Incentives				TOTAL	POINTS AWARDED
	Number of Financial Incentives Issued	Retail Water Agency	Wholesaler/ Grants (if applicable)	Energy Utility (if applicable)		
2. Greater than 8.5 but not exceeding 9.5 (1 point)	0	\$ 0	\$ 0	\$ 0	\$ 0	0
3. Greater than 6.0 but not exceeding 8.5 (2 points)	0	\$ 0	\$ 0	\$ 0	\$ 0	0
4. Less than or equal to 6.0 (3 points)	141	\$ 11,420	\$ 2,950	\$ 3,805	\$ 18,175	423
TOTALS:	141	\$ 11,420	\$ 2,950	\$ 3,805	\$ 18,175	423

C. Past Credit Points

For HEW incentives issued before July 1, 2004, select ONE of the following TWO options:

- Method One: Points based on HEW Water Factor
- Method Two: Agency earns 1 point for each HEW.

Method Two: Agency earns 1 point for each HEW

	Number of Financial Incentives Issued	Total Value of Water Agency Financial Incentives	POINTS AWARDED
4. Total HEWs installed	195	\$ 14,625	195
PAST CREDIT TOTALS:	195	\$ 14,625	195

D. Rebate Program Expenditures

1. Average or Estimated Administration and Overhead	\$ 1,546
2. Is the financial incentive offered per HEW at least equal to the marginal benefits of the water savings per HEW?	yes

E. "At Least As Effective As"

1. Is your AGENCY implementing an "at least as effective as" variant of this BMP? no

a. If YES, please explain in detail how your implementation of this BMP differs from Exhibit 1 and why you consider it to be "at least as effective as."

F. Comments

Reported as of 12/17/08

BMP 07: Public Information Programs

Reporting Unit:

BMP Form Status:

Year:

City of Millbrae**100% Complete****2008****A. Implementation**

1. How is your public information program implemented?

Retailer runs program without wholesaler sponsorship

2. Describe the program and how it's organized:

The City celebrates Water Education Month, Water Awareness Month, Earth Day and Pollution Prevention Week by placing displays at the library, community center and City Hall; running notices and videos on the local cable station; tabling locally in a high foot traffic area and at City Hall. During these special events, the City Council is informed at their regularly scheduled meetings. Conservation staff distributes information at City events.

3. Indicate which and how many of the following activities are included in your public information program:

Public Information Program Activity in Retail Service Area	Yes/No	Number of Events
a. Paid Advertising	yes	7
b. Public Service Announcement	yes	3
c. Bill Inserts / Newsletters / Brochures	yes	16
d. Bill showing water usage in comparison to previous year's usage	yes	
e. Demonstration Gardens	yes	0
f. Special Events, Media Events	yes	6
g. Speaker's Bureau	yes	2
h. Program to coordinate with other government agencies, industry and public interest groups and media	yes	

B. Conservation Information Program Expenditures

1. Annual Expenditures (Excluding Staffing)

35754.82

C. "At Least As Effective As"

1. Is your AGENCY implementing an "at least as effective as" variant of this BMP?

No

a. If YES, please explain in detail how your implementation of this BMP differs from Exhibit 1 and why you consider it to be "at least as effective as."

D. Comments

The City of Millbrae held four workshops (Water Wise Landscaping, Spring Organic Gardening, Summer Organic Gardening, and Native Plant Landscaping).

Reported as of 12/17/08

BMP 08: School Education Programs

Reporting Unit:

BMP Form Status:

Year:

City of Millbrae**100% Complete****2008****A. Implementation**

1. How is your public information program implemented?

Retailer runs program without wholesaler sponsorship

2. Please provide information on your region-wide school programs (by grade level):

Grade	Are grade-appropriate materials distributed?	No. of class presentations	No. of students reached	No. of teachers' workshops
Grades K-3rd	yes	2	804	0
Grades 4th-6th	yes	2	469	0
Grades 7th-8th	no	0	0	0
High School	no	0	0	0

4. Did your Agency's materials meet state education framework requirements? yes

5. When did your Agency begin implementing this program? 2/1/1991

B. School Education Program Expenditures

1. Annual Expenditures (Excluding Staffing) 4095.18

C. "At Least As Effective As"

1. Is your AGENCY implementing an "at least as effective as" variant of this BMP? No

a. If YES, please explain in detail how your implementation of this BMP differs from Exhibit 1 and why you consider it to be "at least as effective as."

D. Comments

Program works in coordination with the City's Environmental Programs, including Recycling & Waste Prevention and Pollution Prevention, to reach teachers and students collectively via educational handouts, newsletters and assemblies. BAWSCA's educational water conservation kits were distributed to 100 students and efforts included classroom activities and home surveys. Program includes distribution of activity booklets to students at all of the grade schools for Water Education Month. Due to staffing levels and budget, City Staff concentrated on grades K-6. The budget is not separated for schools. The budget does not include all school activities.

Reported as of 12/17/08

BMP 09: Conservation Programs for CII Accounts

Reporting Unit:

BMP Form Status:

Year:

City of Millbrae**100% Complete****2008****A. Implementation**

- | | |
|------------------------------------------------------------------------------------|-----|
| 1. Has your agency identified and ranked COMMERCIAL customers according to use? | yes |
| 2. Has your agency identified and ranked INDUSTRIAL customers according to use? | no |
| 3. Has your agency identified and ranked INSTITUTIONAL customers according to use? | yes |

Option A: CII Water Use Survey and Customer Incentives Program

- | | |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|
| 4. Is your agency operating a CII water use survey and customer incentives program for the purpose of complying with BMP 9 under this option? If so, please describe activity during reporting period: | yes |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|

CII Surveys	Commercial Accounts	Industrial Accounts	Institutional Accounts
a. Number of New Surveys Offered	145	0	9
b. Number of New Surveys Completed	4	0	9
c. Number of Site Follow-ups of Previous Surveys (within 1 yr)	0	0	0
d. Number of Phone Follow-ups of Previous Surveys (within 1 yr)	0	0	0
CII Survey Components	Commercial Accounts	Industrial Accounts	Institutional Accounts
e. Site Visit	yes	no	yes
f. Evaluation of all water-using apparatus and processes	yes	no	yes
g. Customer report identifying recommended efficiency measures, paybacks and agency incentives	yes	no	yes
Agency CII Customer Incentives	Budget (\$/Year)	# Awarded to Customers	Total \$ Amount Awarded
h. Rebates	0	16	475
i. Loans	0	0	0
j. Grants	0	0	0
k. Others	0	0	0

Option B: CII Conservation Program Targets

- | | |
|--------------------------------------------------------------------------------------------------------------------------|----|
| 5. Does your agency track CII program interventions and water savings for the purpose of complying with BMP 9 under this | no |
|--------------------------------------------------------------------------------------------------------------------------|----|

option?

6. Does your agency document and maintain records on how savings were realized and the method of calculation for estimated savings? no

7. **System Calculated** annual savings (AF/yr):

CII Programs	# Device Installations
a. Ultra Low Flush Toilets	15
b. Dual Flush Toilets	0
c. High Efficiency Toilets	1
d. High Efficiency Urinals	0
e. Non-Water Urinals	0
f. Commercial Clothes Washers (coin-op only; not industrial)	1
g. Cooling Tower Controllers	0
h. Food Steamers	0
i. Ice Machines	0
j. Pre-Rinse Spray Valves	0
k. Steam Sterilizer Retrofits	0
l. X-ray Film Processors	0

8. **Estimated** annual savings (AF/yr) from agency programs not including the devices listed in Option B. 7., above:

CII Programs	Annual Savings (AF/yr)
a. Site-verified actions taken by agency:	0
b. Non-site-verified actions taken by agency:	0

B. Conservation Program Expenditures for CII Accounts

	This Year	Next Year
1. Budgeted Expenditures	0	0
2. Actual Expenditures	0	

C. "At Least As Effective As"

1. Is your agency implementing an "at least as effective as" variant of this BMP? No

a. If YES, please explain in detail how your implementation of this BMP differs from Exhibit 1 and why you consider it to be "at least as effective as."

D. Comments

Staffing issues prohibited implementation of full surveys. Surveys are sent to new accounts in packets with other information and as part of the Green Business Program. The budget is not separated for residential, multi-family or commercial. Hotels were provided with Project Planet Cards for their linen and towel reuse programs.

BMP 11: Conservation Pricing

Reporting Unit:

BMP Form Status:

Year:

City of Millbrae**100% Complete****2008****A. Implementation****Water Service Rate Structure Data by Customer Class****1. Single Family Residential**

a. Rate Structure	Uniform
b. Total Revenue from Commodity Charges (Volumetric Rates)	\$ 2,033,962
c. Total Revenue from Customer Meter/Service (Fixed) Charges	\$,722,151

2. Multi-Family Residential

a. Rate Structure	Uniform
b. Total Revenue from Commodity Charges (Volumetric Rates)	\$ 562,229
c. Total Revenue from Customer Meter/Service (Fixed) Charges	\$ 69,276

3. Commercial

a. Rate Structure	Uniform
b. Total Revenue from Commodity Charges (Volumetric Rates)	\$ 584,711
c. Total Revenue from Customer Meter/Service (Fixed) Charges	\$ 65,240

4. Industrial

a. Rate Structure	Service Not Provided
b. Total Revenue from Commodity Charges (Volumetric Rates)	\$ 0
c. Total Revenue from Customer Meter/Service (Fixed) Charges	\$ 0

5. Institutional / Government

a. Rate Structure	Uniform
b. Total Revenue from Commodity Charges (Volumetric Rates)	\$ 140,995
c. Total Revenue from Customer Meter/Service (Fixed) Charges	\$ 23,511

6. Dedicated Irrigation (potable)

a. Rate Structure	Uniform
b. Total Revenue from Commodity Charges (Volumetric Rates)	\$ 309,038
c. Total Revenue from Customer Meter/Service (Fixed) Charges	\$ 22,300

7. Recycled-Reclaimed

a. Rate Structure	Service Not Provided
b. Total Revenue from Commodity Charges (Volumetric Rates)	\$ 0
c. Total Revenue from Customer Meter/Service (Fixed) Charges	\$ 0

8. Raw

a. Rate Structure	Service Not Provided
b. Total Revenue from Commodity	\$ 0

Charges (Volumetric Rates)

c. Total Revenue from Customer Meter/Service (Fixed) Charges \$ 0

9. Other

a. Rate Structure Uniform

b. Total Revenue from Commodity Charges (Volumetric Rates) \$ 9,862

c. Total Revenue from Customer Meter/Service (Fixed) Charges \$ 12,916

B. Implementation Options**Select Either Option 1 or Option 2:****1. Option 1: Use Annual Revenue As Reported**

$$V/(V+M) \geq 70\%$$

V = Total annual revenue from volumetric rates

M = Total annual revenue from customer meter/service (fixed) charges

Selected

2. Option 2: Use Canadian Water & Wastewater Association Rate Design Model

$$V/(V+M) \geq V'/(V'+M')$$

V = Total annual revenue from volumetric rates

M = Total annual revenue from customer meter/service (fixed) charges

V' = The uniform volume rate based on the signatory's long-run incremental cost of service

M' = The associated meter charge

a. If you selected Option 2, has your agency submitted to the Council a completed Canadian Water & Wastewater Association rate design model?

b. Value for **V'** (uniform volume rate based on agency's long-run incremental cost of service) as determined by the Canadian Water & Wastewater Association rate design model:

c. Value for **M'** (meter charge associated with V' uniform volume rate) as determined by the Canadian Water & Wastewater Association rate design model:

C. Retail Wastewater (Sewer) Rate Structure Data by Customer Class

1. Does your agency provide sewer service? (If YES, answer questions 2 - 7 below, else continue to section D.) yes

2. Single Family Residential

a. Sewer Rate Structure Uniform Seasonal

b. Total Annual Revenue \$ 3,177,421

c. Total Revenue from Commodity Charges (Volumetric Rates) \$ 2,274,425

3. Multi-Family Residential

a. Sewer Rate Structure Uniform Seasonal

b. Total Annual Revenue \$ 1,249,389

c. Total Revenue from Commodity Charges (Volumetric Rates) \$ 944,900

4. Commercial

a. Sewer Rate Structure Uniform Seasonal

b. Total Annual Revenue \$ 1,054,905

c. Total Revenue from
Commodity Charges
(Volumetric Rates) \$ 657,786

5. Industrial

a. Sewer Rate Structure Service Not Provided
b. Total Annual Revenue \$ 0
c. Total Revenue from
Commodity Charges
(Volumetric Rates) \$ 0

6. Institutional / Government

a. Sewer Rate Structure Uniform Seasonal
b. Total Annual Revenue \$ 56,985
c. Total Revenue from
Commodity Charges
(Volumetric Rates) \$ 18,330

7. Recycled-reclaimed water

a. Sewer Rate Structure Service Not Provided
b. Total Annual Revenue \$ 0
c. Total Revenue from
Commodity Charges
(Volumetric Rates) \$ 0

D. "At Least As Effective As"

1. Is your agency implementing an "at least as
effective as" variant of this BMP? No

a. If YES, please explain in detail how your implementation of this
BMP differs from Exhibit 1 and why you consider it to be "at least as
effective as."

E. Comments

Reported as of 12/17/08

BMP 12: Conservation Coordinator

Reporting Unit:

City of Millbrae

BMP Form Status:

100% Complete

Year:

2008**A. Implementation**

1. Does your Agency have a conservation coordinator? yes
2. Is a coordinator position supplied by another agency with which you cooperate in a regional conservation program ? yes
 - a. Partner agency's name: BAWSCA
3. If your agency supplies the conservation coordinator:
 - a. What percent is this conservation coordinator's position? 25%
 - b. Coordinator's Name Shelly Reider
 - c. Coordinator's Title Recycling & Waste Prevention Program Coordinator
 - d. Coordinator's Experience in Number of Years Over 20 years of sustainable program implementation.
 - e. Date Coordinator's position was created (mm/dd/yyyy) 7/1/1990
4. Number of conservation staff (FTEs), including Conservation Coordinator. .5

B. Conservation Staff Program Expenditures

1. Staffing Expenditures (In-house Only) 20924.92
2. BMP Program Implementation Expenditures 35754.82

C. "At Least As Effective As"

1. Is your agency implementing an "at least as effective as" variant of this BMP? no
 - a. If YES, please explain in detail how your implementation of this BMP differs from Exhibit 1 and why you consider it to be "at least as effective as."

D. Comments

BMP 13: Water Waste Prohibition

Reporting Unit:

BMP Form Status:

Year:

City of Millbrae**100% Complete****2008****A. Requirements for Documenting BMP Implementation**

1. Is a water waste prohibition ordinance in effect in your service area? yes

a. If YES, describe the ordinance:

CUWCC has a copy of this ordinance on file.

2. Is a copy of the most current ordinance(s) on file with CUWCC? yes

a. List local jurisdictions in your service area in the first text box and water waste ordinance citations in each jurisdiction in the second text box:

City of Millbrae, City of San Bruno

Notices only, no citations.

B. Implementation

1. Indicate which of the water uses listed below are prohibited by your agency or service area.

- | | |
|----------------------------------------------------------------------|-----|
| a. Gutter flooding | yes |
| b. Single-pass cooling systems for new connections | yes |
| c. Non-recirculating systems in all new conveyor or car wash systems | yes |
| d. Non-recirculating systems in all new commercial laundry systems | yes |
| e. Non-recirculating systems in all new decorative fountains | yes |
| f. Other, please name | yes |
| See ordinance on file | |

2. Describe measures that prohibit water uses listed above:

We have a hotline to report violators and City staff reports violations to the Conservation Coordinator who has authority to cite.

Water Softeners:

3. Indicate which of the following measures your agency has supported in developing state law:

- | | |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----|
| a. Allow the sale of more efficient, demand-initiated regenerating DIR models. | no |
| b. Develop minimum appliance efficiency standards that: | |
| i.) Increase the regeneration efficiency standard to at least 3,350 grains of hardness removed per pound of common salt used. | no |
| ii.) Implement an identified maximum number of gallons discharged per gallon of soft water produced. | no |
| c. Allow local agencies, including municipalities and special districts, to set more stringent standards and/or to ban on-site regeneration of water softeners if it is demonstrated and found by the agency governing board that there is an adverse effect on the reclaimed water or groundwater supply. | no |

4. Does your agency include water softener checks in home water audit programs? no

5. Does your agency include information about DIR and exchange-type water softeners in educational efforts to encourage replacement of less efficient timer models? no

C. "At Least As Effective As"

1. Is your AGENCY implementing an "at least as effective as" variant of this BMP? no

a. If YES, please explain in detail how your implementation of this BMP differs from Exhibit 1 and why you consider it to be "at least as effective as."

D. Comments

Reported as of 12/17/08

BMP 14: Residential ULFT Replacement Programs

Reporting Unit:

BMP Form Status:

Year:

City of Millbrae**100% Complete****2008****A. Implementation****Number of Non-Efficient Toilets Replaced With 1.6 gpf Toilets During Report Year**

	Single-Family Accounts	Multi-Family Units
1. Does your Agency have program(s) for replacing high-water-using toilets with ultra-low flush toilets?	yes	yes
Replacement Method	SF Accounts	MF Units
2. Rebate	45	7
3. Direct Install	0	0
4. CBO Distribution	0	0
5. Other	0	0
Total	45	7

Number of Non-Efficient Toilets Replaced With 1.28 gpf High-Efficiency Toilets (HETs) During Report Year

	Single-Family Accounts	Multi-Family Units
6. Does your Agency have program(s) for replacing high-water-using toilets with ultra-low flush toilets?	yes	yes
Replacement Method	SF Accounts	MF Units
7. Rebate	13	6
8. Direct Install	0	0
9. CBO Distribution	0	0
10. Other	0	0
Total	13	6

Number of Non-Efficient Toilets Replaced With 1.2 gpf HETs (Dual-Flush) During Report Year

	Single-Family Accounts	Multi-Family Units
11. Does your Agency have program(s) for replacing high-water-using toilets with ultra-low flush toilets?	yes	yes
Replacement Method	SF Accounts	MF Units
12. Rebate	0	0
13. Direct Install	0	0
14. CBO Distribution	0	0
15. Other	0	0
Total	0	0

16. Describe your agency's ULFT, HET, and/or Dual-Flush Toilet programs for single-family residences.

Flyer inserts in and messages on utility bills, information is included in new resident packets, City newsletters, guides, displays and on Community TV.

17. Describe your agency's ULFT, HET, and/or Dual-Flush Toilet programs for multi-family residences.

Same as above.

18. Is a toilet retrofit on resale ordinance in effect for your service area? no

19. List local jurisdictions in your service area in the left box and ordinance citations in each jurisdiction in the right box:

N/A

N/A

B. Residential ULFT Program Expenditures

1. Estimated cost per replacement: \$ 25

C. "At Least As Effective As"

1. Is your AGENCY implementing an "at least as effective as" variant of this BMP? no

a. If YES, please explain in detail how your implementation of this BMP differs from Exhibit 1 and why you consider it to be "at least as effective as."

D. Comments

Some dual flush toilet rebates were provided, but the data was not separated for HETs/dual flush. They were all put under the HET category.

The fields in red are required.



Agency name:

Reporting unit name
(District name)

Reporting unit number:

Primary contact:

First name:

Last name:

Email:

You must enter the reporting unit number that we have on record for your agency. Click here to open a table to obtain this number.

Base Year Data

[Link to FAQs](#)

Reporting Unit **Base Year**

What is your reporting period?

Base Year

BMP 1.3 Metering

Number of unmetered accounts in Base Year

BMP 3.1 & BMP 3.2 & BMP 3.3 Residential Programs

Number of Single Family Customers in Base Year

Number of Multi Family Units in Base Year

BMP 3.4 WaterSense Specification (WSS) Toilets

Number of Single Family Housing Units constructed prior to 1992

Number of Multi Family Units prior to 1992

Average number of toilets per single family household

Average number of toilets per multi family household

Five year average resale rate of single family households

Five-year average resale rate of multi family households

Average number of persons per single family household

Average number of persons per multi family household

BMP 4.0 & BMP 5.0 CII & Landscape

Total water use (in Acre Feet) by CII accounts

Number of accounts with dedicated irrigation meters

Number of CII accounts without meters or with Mixed Use Meters

Number of CII accounts

Comments:

The fields in red are required.



Agency name:

Reporting unit name
(District name)

Reporting unit number:

Primary contact:

First name:

Last name:

Email:

You must enter the reporting unit number that we have on record for your agency. Click here to open a table to obtain this number.

[Link to FAQs](#)

2009

BMP 1.1 Operations Practices

Comments:

[See the complete MOU:](#) [View MOU](#)

[See the coverage requirements for this BMP:](#)

Conservation Coordinator

Conservation Coordinator Yes No

Contact Information

First Name

Last Name

Title

Phone

Email

Note that the contact information may be the same as the primary contact information at the top of the page. If this is your case, excuse the inconvenience but please enter the information again.

Water Waste Prevention

Water Agency shall do one or more of the following:

- Enact and enforce an ordinance or establish terms of service that prohibit water waste
- Enact and enforce an ordinance or establish terms of service for water efficient design in new development
- Support legislation or regulations that prohibit water waste
- Enact an ordinance or establish terms of service to facilitate implementation of water shortage response measures
- Support local ordinances that prohibit water waste
- Support local ordinances that establish permits requirements for water efficient design in new

To document this BMP, provide the following:

- A description of, or electronic link to, any ordinances or terms of service
- A description of, or electronic link to, any ordinances or requirements adopted by local jurisdictions or regulatory agencies with the water agency's service area.
- A description of any water agency efforts to cooperate with other entities in the adoption or enforcement of local requirement
- description of agency support positions with respect to adoption of legislation or regulations

You can show your documentation by providing files, links (web addresses), and/or entering a description.



File name(s): Email files to natalie@cuwcc.org

Web address(s) URL: comma-separated list

Enter a description:

The fields in red are required.



Agency name:

Reporting unit name
(District name)

Reporting unit number:

Primary contact:

First name:

Last name:

Email:

You must enter the reporting unit number that we have on record for your agency. Click here to open a table to obtain this number.

[Link to FAQs](#)

[View MOU](#)



2009 BMP 1.2 Water Loss Control

Did your agency complete a pre-screening system audit in 2009?

Yes

No

If yes, answer the following:

Determine metered sales in AF:

Definition: other accountable uses not included in metered sales, such as unbilled water use, fire suppression, etc.



Determine system verifiable uses AF:

Determine total supply into the system in AF:

Does your agency keep necessary data on file to verify the answers above?

Yes

No

Did your agency complete a full-scale system water audit during 2009?

Yes

No

Does your agency maintain in-house records of audit results or the completed AWWA worksheet for the completed audit which could be forwarded to CUWCC?

Yes

No

Did your agency operate a system leak detection program?

Yes

No

Comments:

The fields in red are required.

Agency name:

Reporting unit name
(District name)

Reporting unit number:

Primary contact:

First name:

Last name:

Email:

You must enter the reporting unit number that we have on record for your agency. Click here to open a table to obtain this number.



BMP 1.3 Metering with Commodity

[Link to FAQs](#)

See the complete MOU: [View MOU](#)

See the coverage requirements for this BMP:

Implementation

Does your agency have any unmetered service connections?	Yes	No
If YES, has your agency completed a meter retrofit plan?	Yes	No
Enter the number of previously unmetered accounts fitted with meters during reporting year:		
Are all new service connections being metered?	Yes	No
Are all new service connections being billed volumetrically?	Yes	No
Has your agency completed and submitted electronically to the Council a written plan, policy or program to test, repair and replace meters?	Yes	No

Please Fill Out The Following Matrix

Account Type	# Metered Accounts	# Metered Accounts Read	# Metered Accounts Billed by Volume	Billing Frequency Per Year	# of estimated bills/yr
--------------	--------------------	-------------------------	-------------------------------------	----------------------------	-------------------------

Number of CII Accounts with Mixed-use Meters

Number of CII Accounts with Mixed-use Meters Retrofitted with Dedicated Irrigation Meters during Reporting Period

Feasibility Study

Has your agency conducted a feasibility study to assess the merits of a program to provide incentives to switch mixed-use accounts to dedicated landscape meters?	Yes	No
-------------------------------------------------------------------------------------------------------------------------------------------------------------------	-----	----

If YES, please fill in the following information:

- A. When was the Feasiblity Study conducted
- B. Email or provide a link to the feasibility study (or description of):

File name(s): Email files to natalie@cuwcc.org

Web address(s) URL: comma-separated list

General Comments about BMP 1.3:

The fields in red are required.

Agency name:

Reporting unit name
(District name)

Reporting unit number:

Primary contact:

First name:

Last name:

Email:

You must enter the reporting unit number that we have on record for your agency. Click here to open a table to obtain this number.



2009

[Link to FAQs](#)

[View MOU](#)

BMP 1.4 Retail Conservation Pricing

If you are reporting more rate structures than this form allows, add the structures to a spreadsheet and send the file to natalie@cuwcc.org.

Implementation (Water Rate Structure)

Enter the Water Rate Structures that are assigned to the majority of your customers, by customer class

Rate Structure	Customer Class	Total Revenue	Commodity Charges	Total Revenue Customer Meter/Service (Fixed Charges)

Implementation Option (Conservation Pricing Option)

Use Annual Revenue As Reported
Use Canadian Water & Wastewater Association Rate Design Model

If CWWA is select, enter the file name and email the spreadsheet to natalie@cuwcc.org

Retail Waste Water (Sewer) Rate Structure by Customer Class

Agency Provide Sewer Service

Yes No

Select the Retail Waste Water(Sewer) Rate Structure assigned to the majority of your customers within a specific customer class.

Rate Structure	Customer Class	Total Revenue	Commodity Charges	Total Revenue Customer Meter/Service (Fixed Charges)

Comments:

The fields in red are required.



Agency name:

Reporting unit name
(District name)

Reporting unit number:

Primary contact:

First name:

Last name:

Email:

Click here to open a table that displays your agency name reporting unit name and reporting unit number. Please ensure that you enter the correct information.

[Link to FAQs](#)

2009

BMP 2.1 Public Outreach Cont'd

[View MOU](#)

Public Outreach Expenses

Enter expenses for public outreach programs. Please include the same kind of expenses you included in the question related to your budget (Section 2.1.7, above). For example, if you included personnel costs in the budget entered above, be sure to include them here as well.

Expense Category	Expense Amount	Personnel Costs Included?	
If yes, check the check box.			

Additional Public Information Program

Please report additional public information contacts. List these additional contacts in order of how your agency views their importance / effectiveness with respect to conserving water, with the most important/ effective listed first (where 1 = most important).

Were there additional Public Outreach efforts? Yes No

Public Outreach Additional Information

Public Information Programs	Importance	

Social Marketing Programs

Branding

Does your agency have a water conservation "brand," "theme" or mascot? Yes No

Describe the brand, theme or mascot.

Market Research

Have you sponsored or participated in market research to refine your message? Yes No

Market Research Topic

Brand Message

Brand Mission Statement

Community Committees

Do you have a community conservation committee? Yes No

Enter the names of the community committees:

Training

Training Type	# of Trainings	# of Attendees	Description of Other	

Social Marketing Expenditures

Public Outreach Social Marketing Expenses

Expense Category	Expense Amount	Description	

Partnering Programs - Partners

- NameType of Program
- CLCA?
- Green Building Programs?
- Master Gardeners?
- Cooperative Extension?
- Local Colleges?
- Other

Retail and wholesale outlet; name(s) and type(s) of programs:

Partnering Programs - Newsletters

Number of newsletters per year

Number of customers per year

Partnering with Other Utilities

Describe other utilities your agency partners with, including electrical utilities

Conservation Gardens

Describe water conservation gardens at your agency or other high traffic areas or new

Landscape contests or awards

Describe water wise landscape contest or awards program conducted by your agency

Comments:

The fields in red are required.



Agency name:

Reporting unit name
(District name)

Reporting unit number:

Primary contact:

First name:

Last name:

Email:

Click here to open a table that displays your agency name reporting unit name and reporting unit number. Please ensure that you enter the correct information.

[Link to FAQs](#)

[View MOU](#)

2009

BMP 2.1 Public Outreach - Retail Reporting

Is a Wholesale Agency Performing Public Outreach?

Are there one or more wholesale agencies performing public outreach which can be counted to help your agency comply with the BMP?

Yes No

Enter the name(s) of the wholesale agency (comma delimited)

Is your agency performing public outreach?

Report a minimum of 4 water conservation related contacts your agency had with the public during the year.

Public Information Programs List

Did at least one contact take place during each quarter of the reporting year?

Number of Public Contacts		Public Information Programs	

Contact with the Media

Are there one or more wholesale agencies performing media outreach which can be counted to help your agency comply with the BMP?

Yes No

Enter the name(s) of the wholesale agency (comma delimited)

OR Retail Agency (Contacts with the Media)

Did at least one contact take place during each quarter of the reporting year?

Media Contacts List

Number of Media Contacts	Did at least one contact take place during each quarter of the reporting year?	Media Contact Types	

Is a Wholesale Agency Performing Website Updates?

Did one or more CUWCC wholesale agencies agree to assume your agency's responsibility for meeting the requirements of and for CUWCC reporting of this BMP? Yes No

Enter the name(s) of the wholesale agency (comma delimited)

Is Your Agency Performing Website Updates?

Enter your agency's URL (website address):

Describe a minimum of four water conservation related updates to your agency's website that took place during the year:

Did at least one Website Update take place during each quarter of the reporting year? Yes No

Public Outreach Annual Budget

Enter budget for public outreach programs. You may enter total budget in a single line or brake the budget into discrete categories by entering many rows. Please indicate if personnel costs are included in the entry.

Category	Amount		Personnel Costs Included? If yes, check the box.	Comments	

Comments:

The fields in red are required.



Agency name:

Reporting unit name
(District name)

Reporting unit number:

Primary contact:

First name:

Last name:

Email:

Click here to open a table that displays your agency name reporting unit name and reporting unit number. Please ensure that you enter the correct information.

[Link to FAQs](#)

2009

6A D &"& GWcc` 9Xi W hcb Dfc[fUa g`F YhU]` 5[YbVWg

JJYk`ACI

School Programs

=g`nci f`U[YbVh]a d`Ya Ybh]b[`gWcc`dfc[fUa g`k` \jW`Wb`VY
Vti bhYX`hc` \Y`d`UbchYf`U[YbVhVta d`mk Jh`h.]g`6A D3

Mg Bc

9bhYf`K` \c`YgUYf`BUa Yg`gYdUfUHYX`VmVta a Ug

A UHYf]Ug`a YYhgUHY`YXi W hcb`ZUa Yk cf`_`fYei JfYa Ybhg3

8YgWdhcb`cZ`A UHYf]Ug

A UHYf]Ug`X]gh]Vi hYX`hc`?!`*`Gh XYbhg3

8YgWdhcb`cZ`a UHYf]Ug`X]gh]Vi hYX`hc`?!`*`Gh XYbhg

Bi a VYf`cZ`gh XYbhg`fYUWYX

A UHYf]Ug`X]gh]Vi hYX`hc`+!`%&`Gh XYbhg3

8YgWdhcb`cZ`a UHYf]Ug`X]gh]Vi hYX`hc`+!`%&`Gh XYbhg

Bi a VYf`cZ`8]gh]Vi hcb

5bbi U`Vi X[YhZcf`gWcc`YXi W hcb`dfc[fUa

8YgWdhcb`cZ`U`chYf`k UHYf`g`dd`]Yf`YXi W hcb`dfc[fUa g

School Program Activities

Classroom presentations:

Bi a VYf`cZ`dfYgYbU hcbg

Bi a VYf`cZ`UHYbXYYg`

Large group assemblies:

Bi a VYf`cZ`dfYgYbU hcbg

Bi a VYf`cZ`UHYbXYYg`

Children’s water festivals or other events:

Bi a VYf`cZ`dfYgYbU hcbg

Bi a VYf`cZ`UHYbXYYg`

Cooperative efforts with existing science/water education programs (various workshops, science fair awards or judging) and follow-up:

Bi a VYf`cZ`dfYgYbU hcbg

Bi a VYf`cZ`UHYbXYYg`

Other methods of disseminating information (i.e. themed age-appropriate classroom loaner kits):

8YgWdhcb

Bi a VYf`X]gr]Vi hXX

Staffing children's booths at events & festivals:

Bi a VYf`cZVcch\g

Bi a VYf`cZUhhYbXYYg`

Water conservation contests such as poster and photo:

8YgWdhcb

Bi a VYf`X]gr]Vi hXX

Offer monetary awards/funding or scholarships to students:

Bi a VYf`CZ/fYX

HchU` : i bX]b[`

Teacher training workshops:

Bi a VYf`cZdfYgYbhU]cbg

Bi a VYf`cZUhhYbXYYg`

Fund and/or staff student field trips to treatment facilities, recycling facilities, water conservation gardens, etc.:

Bi a VYf`cZhci fg`cf`Z`Y`X
hf]dg

Bi a VYf`cZdUhhYbXYYg`

College internships in water conservation offered:

Bi a VYf`cZ]bhYfbg\]dg

HchU`Z bX]b[`

Career fairs/workshops:

Bi a VYf`cZdfYgYbhU]cbg

Bi a VYf`cZUhhYbXYYg`

Additional program(s) supported by agency but not mentioned above:

8YgWdhcb

Bi a VYf`cZYj Ybhg`f]Z
Udd`]WV`Yk

Bi a VYf`cZdUhhYbXYYg`

**Total reporting period budget expenditures for school education programs
(include all agency costs):**

Comments

The fields in red are required.

Agency name:

Division name
(Reporting unit)

Reporting unit number:

Primary contact:

First name:

Last name:

Email:



2009

Service Area Population:

Non- Potable Water

If you select Other for type, enter

Own Supply Source Name	AF/YEAR	Water Supply Type	Water Supply Description
------------------------	---------	-------------------	--------------------------

Imported Supply Source Name	AF/YEAR	Water Supply Type	Water Supply Description
-----------------------------	---------	-------------------	--------------------------

AF/YEAR

Exported Water Name	AF/YEAR	Where Exported? such as groundwater recharge, retail, etc.
---------------------	---------	------------------------------------------------------------

The fields in red are required.

Agency name:

Primary contact:

First name:

Division name
(Reporting unit)

Last name:

Reporting unit number:

Email:



WATER SOURCES

2009

Service Area Population:

Potable Water

Own Supply Source Name	AF/YEAR	Water Supply Type	Water Supply Description
------------------------	---------	-------------------	--------------------------

Imported Supply Source Name	AF/YEAR	Water Supply Type	Water Supply Description
-----------------------------	---------	-------------------	--------------------------

Exported Water Name	AF/YEAR	Where Exported?
---------------------	---------	-----------------

Email:



Water Uses 2009

Non-Potable Billed

Customer Type	Meter Accounts	Metered Water Delivered	Un-metered Accounts	Un-metered Water Delivered	Description
---------------	----------------	-------------------------	---------------------	----------------------------	-------------

Non-Potable Un-Billed

Customer Type	Meter Accounts	Metered Water Delivered	Un-metered Accounts	Un-metered Water Delivered	Description
---------------	----------------	-------------------------	---------------------	----------------------------	-------------

Customer Type	Meter Accounts	Metered Water Delivered	Un-metered Accounts	Un-metered Water Delivered	Description
---------------	----------------	-------------------------	---------------------	----------------------------	-------------

The fields in red are required.



Agency name:

Reporting unit name
(District name)

Reporting unit number:

Primary contact:

First name:

Last name:

Email:

You must enter the reporting unit number that we have on record for your agency. Click here to open a table to obtain this number.

[Link to FAQs](#)

[See the complete MOU:](#)

[View MOU](#)

[See the coverage requirements for this BMP:](#)



Conservation Coordinator

Conservation Coordinator Yes No

Contact Information

First Name

Last Name

Title

Phone

Email

Note that the contact information may be the same as the primary contact information at the top of the page. If this is your case, excuse the inconvenience but please enter the information again.

Water Waste Prevention

Water Agency shall do one or more of the following:

- Enact and enforce an ordinance or establish terms of service that prohibit water waste
- Enact and enforce an ordinance or establish terms of service for water efficient design in new development
- Support legislation or regulations that prohibit water waste
- Enact an ordinance or establish terms of service to facilitate implementation of water shortage response measures
- Support local ordinances that prohibit water waste
- Support local ordinances that establish permits requirements for water efficient design in new

To document this BMP, provide the following:

- A description of, or electronic link to, any ordinances or terms of service
- A description of, or electronic link to, any ordinances or requirements adopted by local jurisdictions or regulatory agencies with the water agency's service area.
- A description of any water agency efforts to cooperate with other entities in the adoption or enforcement of local requirement
- description of agency support positions with respect to adoption of legislation or regulations

You can show your documentation by providing files, links (web addresses), and/or entering a description.



File name(s): Email files to natalie@cuwcc.org

Web address(s) URL: comma-separated list

Enter a description:

2010

BMP 1.1 Operations Practices

Comments:

The fields in red are required.



Agency name:

Reporting unit name
(District name)

Reporting unit number:

Primary contact:

First name:

Last name:

Email:

You must enter the reporting unit number that we have on record for your agency. Click here to open a table to obtain this number.

[Link to FAQs](#)

2010

BMP 1.2 Water Loss Control

[View MOU](#)



AWWA Water Audit

Agency to complete a Water Audit & Balance Using The AWWA Software Yes No
Email to natalie@cuwcc.org - Worksheets (AWWA Water Audit). Enter the name of the file below:

Water Audit Validity Score
from AWWA spreadsheet



Agency Completed Training In The AWWA Water Audit Method

Yes

No



Agency Completed Training In The Component Analysis Process

Yes

No

Completed/Updated the Component Analysis (at least every 4 years)?

Yes

No



Component Analysis Completed/Updated Date

Water Loss Performance

Agency Repaired All Reported Leaks & Breaks To The Extent Cost Effective

Yes

No

Recording Keeping Requirements:

Date/Time Leak Reported

Leak Location

Type of Leaking Pipe Segment or Fitting

Leak Running Time From Report to Repair

Leak Volume Estimate

Cost of Repair

Agency Located and Repaired Unreported Leaks to the Extent Cost Effective

Yes

No

Type of Program Activities Used to Detect Unreported Leaks

Annual Summary Information

Complete the following table with annual summary information (required for reporting years 2-5 only)

Total Leaks Repaired	Economic Value Of Real Loss	Economic Value Of AppUYbhlLoss	Miles Of System Surveyed For Leaks	Pressure Reduction Undertaken for loss reduction	Cost Of Interventions	Water Saved (AF/Year)
----------------------------	-----------------------------------	--------------------------------------	---------------------------------------------	--------------------------------------------------------	--------------------------	-----------------------------

Comments:

The fields in red are required.

Agency name:

Reporting unit name
(District name)

Reporting unit number:

Primary contact:

First name:

Last name:

Email:

You must enter the reporting unit number that we have on record for your agency. Click here to open a table to obtain this number.



BMP 1.3 Metering with Commodity 2010

[Link to FAQs](#)

See the complete MOU: [View MOU](#)

See the coverage requirements for this BMP:

Implementation

Does your agency have any unmetered service connections? Yes No

If YES, has your agency completed a meter retrofit plan? Yes No

Enter the number of previously unmetered accounts fitted with meters during reporting year:

Are all new service connections being metered? Yes No

Are all new service connections being billed volumetrically? Yes No

Has your agency completed and submitted electronically to the Council a written plan, policy or program to test, repair and replace meters? Yes No

Please Fill Out The Following Matrix

Account Type	# Metered Accounts	# Metered Accounts Read	# Metered Accounts Billed by Volume	Billing Frequency Per Year	# of estimated bills/yr
--------------	--------------------	-------------------------	-------------------------------------	----------------------------	-------------------------

Number of CII Accounts with Mixed-use Meters

Number of CII Accounts with Mixed-use Meters Retrofitted with Dedicated Irrigation Meters during Reporting Period

Feasibility Study

Has your agency conducted a feasibility study to assess the merits of a program to provide incentives to switch mixed-use accounts to dedicated landscape meters? Yes No

If YES, please fill in the following information:

A. When was the Feasibility Study conducted

B. Describe, upload or provide an electronic link to the Feasibility Study Upload File

File name(s): Email files to natalie@cuwcc.org

Web address(s) URL: comma-separated list

Comments:

The fields in red are required.

Agency name:

Reporting unit name
(District name)

Reporting unit number:

Primary contact:

First name:

Last name:

Email:

You must enter the reporting unit number that we have on record for your agency. Click here to open a table to obtain this number.



2010

[Link to FAQs](#)

[View MOU](#)

BMP 1.4 Retail Conservation Pricing

If you are reporting more rate structures than this form allows, add the structures to a spreadsheet and send the file to natalie@cuwcc.org.

Implementation (Water Rate Structure)

Enter the Water Rate Structures that are assigned to the majority of your customers, by customer class

Rate Structure	Customer Class	Total Revenue	Commodity Charges	Total Revenue Customer Meter/Service (Fixed Charges)

Implementation Option (Conservation Pricing Option)

Use Annual Revenue As Reported
Use Canadian Water & Wastewater Association Rate Design Model

If CWWA is select, enter the file name and email the spreadsheet to natalie@cuwcc.org

Retail Waste Water (Sewer) Rate Structure by Customer Class

Agency Provide Sewer Service

Yes No

Select the Retail Waste Water(Sewer) Rate Structure assigned to the majority of your customers within a specific customer class.

Rate Structure	Customer Class	Total Revenue	Commodity Charges	Total Revenue Customer Meter/Service (Fixed Charges)

Comments:

The fields in red are required.



Agency name:

Reporting unit name
(District name)

Reporting unit number:

Primary contact:

First name:

Last name:

Email:

Click here to open a table that displays your agency name reporting unit name and reporting unit number. Please ensure that you enter the correct information.

2010

[Link to FAQs](#)

BMP 2.1 Public Outreach Cont'd

[View MOU](#)

Public Outreach Expenses

Enter expenses for public outreach programs. Please include the same kind of expenses you included in the question related to your budget (Section 2.1.7, above). For example, if you included personnel costs in the budget entered above, be sure to include them here as well.

Expense Category	Expense Amount	Personnel Costs Included?	
If yes, check the check box.			

Additional Public Information Program

Please report additional public information contacts. List these additional contacts in order of how your agency views their importance / effectiveness with respect to conserving water, with the most important/ effective listed first (where 1 = most important).

Were there additional Public Outreach efforts? Yes No

Public Outreach Additional Information

Public Information Programs	Importance	

Social Marketing Programs

Branding

Does your agency have a water conservation "brand," "theme" or mascot? Yes No

Describe the brand, theme or mascot.

Market Research

Have you sponsored or participated in market research to refine your message? Yes No

Market Research Topic

Brand Message

Brand Mission Statement

Community Committees

Do you have a community conservation committee? Yes No

Enter the names of the community committees:

Training

Training Type	# of Trainings	# of Attendees	Description of Other	

Social Marketing Expenditures

Public Outreach Social Marketing Expenses

Expense Category	Expense Amount	Description	

Partnering Programs - Partners

Name	Type of Program
	CLCA?
	Green Building Programs?
	Master Gardeners?
	Cooperative Extension?
	Local Colleges?
	Other

Retail and wholesale outlet; name(s) and type(s) of programs:

Partnering Programs - Newsletters

Number of newsletters per year

Number of customers per year

Partnering with Other Utilities

Describe other utilities your agency partners with, including electrical utilities

Conservation Gardens

Describe water conservation gardens at your agency or other high traffic areas or new

Landscape contests or awards

Describe water wise landscape contest or awards program conducted by your agency

Comments:

The fields in red are required.



Agency name:

Reporting unit name
(District name)

Reporting unit number:

Primary contact:

First name:

Last name:

Email:

Click here to open a table that displays your agency name reporting unit name and reporting unit number. Please ensure that you enter the correct information.

[Link to FAQs](#)

[View MOU](#)

2010

BMP 2.1 Public Outreach - Retail Reporting

Is a Wholesale Agency Performing Public Outreach?

Are there one or more wholesale agencies performing public outreach which can be counted to help your agency comply with the BMP?

Yes No

Enter the name(s) of the wholesale agency (comma delimited)

Is your agency performing public outreach?

Report a minimum of 4 water conservation related contacts your agency had with the public during the year.

Public Information Programs List

Did at least one contact take place during each quarter of the reporting year?

Number of Public Contacts		Public Information Programs	

Contact with the Media

Are there one or more wholesale agencies performing media outreach which can be counted to help your agency comply with the BMP?

Yes No

Enter the name(s) of the wholesale agency (comma delimited)

OR Retail Agency (Contacts with the Media)

Did at least one contact take place during each quarter of the reporting year?

Media Contacts List

Number of Media Contacts	Did at least one contact take place during each quarter of the reporting year?	Media Contact Types	

Is a Wholesale Agency Performing Website Updates?

Did one or more CUWCC wholesale agencies agree to assume your agency's responsibility for meeting the requirements of and for CUWCC reporting of this BMP? Yes No

Enter the name(s) of the wholesale agency (comma delimited)

Is Your Agency Performing Website Updates?

Enter your agency's URL (website address):

Describe a minimum of four water conservation related updates to your agency's website that took place during the year:

Did at least one Website Update take place during each quarter of the reporting year? Yes No

Public Outreach Annual Budget

Enter budget for public outreach programs. You may enter total budget in a single line or brake the budget into discrete categories by entering many rows. Please indicate if personnel costs are included in the entry.

Category	Amount		Personnel Costs Included? If yes, check the box.	Comments	

Comments:

The fields in red are required.



Agency name:

Reporting unit name
(District name)

Reporting unit number:

Primary contact:

First name:

Last name:

Email:

Click here to open a table that displays your agency name reporting unit name and reporting unit number. Please ensure that you enter the correct information.

[Link to FAQs](#)

[JYK ACI](#)

2010

6A D &"& GWcc` 9Xi W hcb Dfc[fUa g`F YhU]` 5[YbVWg

School Programs

=g`nci f`U[YbVh]a d`Ya Ybh]b[`gWcc`dfc[fUa g`k \]W`Wb`VY
Vti bhYX`hc`Y`d`UbchYf`U[YbVhVta d`mk Jh`h.]g`6A D3

Mg Bc

9bhYf`K`c`YgUYf`BUa Yg`gYdUfUHYX`VmVta a Ug

A UHYf]Ug`a YYhgUHY`YXi W hcb`ZUa Yk cf`fYei JfYa Ybhg3

8YgW]dhcb`cZ`A UHYf]Ug

A UHYf]Ug`X]gh]Vi hYX`hc`?!*`Gh XYbhg3

8YgW]dhcb`cZ`a UHYf]Ug`X]gh]Vi hYX`hc`?!*`Gh XYbhg

Bi a VYf`cZ`gh XYbhg`fYUWYX

A UHYf]Ug`X]gh]Vi hYX`hc`+!`%&`Gh XYbhg3

8YgW]dhcb`cZ`a UHYf]Ug`X]gh]Vi hYX`hc`+!`%&`Gh XYbhg

Bi a VYf`cZ`8]gh]Vi hcb

5bbi U`Vi X[YhZcf`gWcc`YXi W hcb`dfc[fUa

8YgW]dhcb`cZ`U`chYf`k UHYf`gi dd`]Yf`YXi W hcb`dfc[fUa g

School Program Activities

Classroom presentations:

Bi a VYf`cZ`dfYgYbU hcbg

Bi a VYf`cZ`UHYbXYYg`

Large group assemblies:

Bi a VYf`cZ`dfYgYbU hcbg

Bi a VYf`cZ`UHYbXYYg`

Children’s water festivals or other events:

Bi a VYf`cZ`dfYgYbU hcbg

Bi a VYf`cZ`UHYbXYYg`

Cooperative efforts with existing science/water education programs (various workshops, science fair awards or judging) and follow-up:

Bi a VYf`cZ`dfYgYbU hcbg

Bi a VYf`cZ`UHYbXYYg`

Other methods of disseminating information (i.e. themed age-appropriate classroom loaner kits):

8YgWdhcb

Bi a VYf`X]gr]Vi hXX

Staffing children's booths at events & festivals:

Bi a VYf`cZVcch\g

Bi a VYf`cZUhhYbXYYg`

Water conservation contests such as poster and photo:

8YgWdhcb

Bi a VYf`X]gr]Vi hXX

Offer monetary awards/funding or scholarships to students:

Bi a VYf`CZ/fYX

HchU` : i bX]b[`

Teacher training workshops:

Bi a VYf`cZdfYgYbhU]cbg

Bi a VYf`cZUhhYbXYYg`

Fund and/or staff student field trips to treatment facilities, recycling facilities, water conservation gardens, etc.:

Bi a VYf`cZhci fg`cf`Z`Y`X
hf]dg

Bi a VYf`cZdUhhYbXYYg`

College internships in water conservation offered:

Bi a VYf`cZ]bhYfbg\]dg

HchU`Z bX]b[`

Career fairs/workshops:

Bi a VYf`cZdfYgYbhU]cbg

Bi a VYf`cZUhhYbXYYg`

Additional program(s) supported by agency but not mentioned above:

8YgWdhcb

Bi a VYf`cZYj Ybhg`f]Z
Udd`]WV`Yk

Bi a VYf`cZdUhhYbXYYg`

**Total reporting period budget expenditures for school education programs
(include all agency costs):**

Comments

The fields in red are required.

Agency name:

First name:

First name:

Division name
(Reporting unit)

Last name:

Reporting unit number:

Email:



Water Uses 2010

Non-Potable Billed

Customer Type	Meter Accounts	Metered Water Delivered	Un-metered Accounts	Un-metered Water Delivered	Description
---------------	----------------	-------------------------	---------------------	----------------------------	-------------

Non-Potable Un-Billed

Customer Type	Meter Accounts	Metered Water Delivered	Un-metered Accounts	Un-metered Water Delivered	Description
---------------	----------------	-------------------------	---------------------	----------------------------	-------------

Customer Type	Meter Accounts	Metered Water Delivered	Un-metered Accounts	Un-metered Water Delivered	Description
---------------	----------------	-------------------------	---------------------	----------------------------	-------------

The fields in red are required.

Agency name:

Division name
(Reporting unit)

Reporting unit number:

Primary contact:

First name:

Last name:

Email:



2010

Service Area Population:

Non- Potable Water

If you select Other for type, enter

Own Supply Source Name	AF/YEAR	Water Supply Type	Water Supply Description
------------------------	---------	-------------------	--------------------------

Imported Supply Source Name	AF/YEAR	Water Supply Type	Water Supply Description
-----------------------------	---------	-------------------	--------------------------

AF/YEAR

Exported Water Name	AF/YEAR	Where Exported? such as groundwater recharge, retail, etc.
---------------------	---------	------------------------------------------------------------

The fields in red are required.

Agency name:

Primary contact:

First name:

Division name
(Reporting unit)

Last name:

Reporting unit number:

Email:



WATER SOURCES

2010

Service Area Population:

Potable Water

Own Supply Source Name	AF/YEAR	Water Supply Type	Water Supply Description
------------------------	---------	-------------------	--------------------------

Imported Supply Source Name	AF/YEAR	Water Supply Type	Water Supply Description
-----------------------------	---------	-------------------	--------------------------

AF/YEAR

Exported Water Name	AF/YEAR	Where Exported?
---------------------	---------	-----------------



CUWCC BMP RETAIL COVERAGE REPORT 2009-2010

Foundation Best Management Practices for Urban Water Efficiency

Agency: **City of Millbrae** District Name: **City of Millbrae** CUWCC Unit #: **68**
Retail
Primary Contact **Shelly Reider** Telephone **650-259-2444** Email: **sreider@ci.millbrae.ca.us**

Compliance Option Chosen By Reporting Agency:
(Traditional, Flex Track or GPCD)
GPCD if used:

GPCD in 2010	104
GPCD Target for 2018	103

Year	Report	Target	Highest Acceptable Bound		
		% Base	GPCD	% Base	GPCD
2010	1	96.4%	121	100%	126
2012	2	92.8%	117	96%	121
2014	3	89.2%	112	93%	117
2016	4	85.6%	108	89%	112
2018	5	82.0%	103	82%	103

Not on Track if 2010 GPCD is \geq than target

GPCD in 2010 **104**
Highest
Acceptable GPCD **126**
for 2010

On Track

Agency: **City of Millbrae**
Retail

District Name: **City of Millbrae**

CUWCC Unit #: **68**



CUWCC BMP RETAIL COVERAGE REPORT 2009-2010

Foundation Best Management Practices for Urban Water Efficiency

Foundational BMPs

BMP 1.1 Operational Practices

		2009	2010	Conservation Coordinator provided with necessary resources to implement BMPs?
1. Conservation Coordinator provided with necessary resources to implement BMPs?	Name	Shelly Reider	Shelly Reider	
	Title	Environmental Programs Manager	Environmental Programs Manager	
	Email		sreider@ci.millbrae	
		On Track	On Track	
2. Water waste prevention documentation				On Track if any one of the 6 ordinance actions done, plus documentation or links provided
	Descriptive File	Water Conservation Ordinance,		
	Descriptive File 2010		Water Conservation Ordinance, Indoor Water Conservation Ordinance and Green Building Ordinance	
	URL		0	
	URL 2010		www.codepublishing.com/ca/millbrae.html	
	Describe Ordinance Terms		0	
	Describe Ordinance Terms 2010			0
		On Track	On Track	

Agency: **City of Millbrae**
Retail

District Name: **City of Millbrae**

CUWCC Unit #: **68**



CUWCC BMP RETAIL COVERAGE REPORT 2009-2010

Foundation Best Management Practices for Urban Water Efficiency

BMP 1.2 Water Loss Control

	2009	
Complete a prescreening Audit	Yes	On Track
Metered Sales	2,537	
Verifiable Other Uses	34	
Total Supply	2,571	
(Metered Sales + System uses)/		
Total Supply >0.89	1.00	On Track
If ratio is less than 0.9, complete a full scale Audit in 2009?	N/A	
Verify Data with Records on File?	Yes	On Track
Operate a system Leak Detection Program?	Yes	On Track

On Track if Yes

On Track if ≥ 0.89 , Not on Track if No

On Track if Yes

On Track if Yes

	2010	
Compile Standard Water Audit using AWWA Software?	Yes	On Track
AWWA file provided to CUWCC?	City of Millbrae Water CUWCC-AWWA \	On Track
AWWA Water Audit Validity Score?	76	
Completed Training in AWWA Audit Method?	no	
Completed Training in Component Analysis Process?	No	
Complete Component Analysis?	No	
Repaired all leaks and breaks to the extent cost effective?	Yes	On Track
Locate and repair unreported leaks to the extent cost effective.	Yes	On Track
Maintain a record-keeping system for the repair of reported leaks, including time of report, leak location, type of leaking pipe segment or fitting, and leak running time from report to repair.		
Provided 7 types of Water Loss Control Info		
Leaks Repaired	Value Real Losses	Value Apparent Losses
26	\$ -	\$ -
	Miles Surveyed	Press Reduction
	0	Off
	Cost of Interventions	Water Saved
	\$ -	0

On Track if Yes, Not on Track if No

On Track if Yes, Not on Track if No

Info only until 2012

Info only until 2012

Info only until 2012

On Track if Yes, Not on Track if No

On Track if Yes, Not on Track if No

Info only until 2012

Info only until 2012

Agency: **City of Millbrae**
Retail

District Name: **City of Millbrae**

CUWCC Unit #: **68**



CUWCC BMP RETAIL COVERAGE REPORT 2009-2010

Foundation Best Management Practices for Urban Water Efficiency

1.3 METERING WITH COMMODITY RATES FOR ALL NEW CONNECTIONS AND RETROFIT OF EXISTING CONNECTIONS

Exemption or 'At least as Effective As' accepted by CUWCC

Numbered Unmetered Accounts **2008**

Metered Accounts billed by volume of use

Number of CII accounts with Mixed Use meters

Conducted a feasibility study to assess merits of a program to provide incentives to switch mixed-use accounts to dedicated landscape meters?

Feasibility Study provided to CUWCC?

Completed a written plan, policy or program to test, repair and replace meters

2009
0
Yes
275
No
Yes
Yes

On Track

On Track

On Track

On Track

2010
0
Yes
272
No
No
Yes

On Track

On Track

On Track

On Track

If signed MOU prior to 31 Dec 1997, On Track if all connections metered; If signed after 31 Dec 1997, complete meter installations by 1 July 2012 or within 6 yrs of signing and 20% biannual reduction of unmetered connections.

On Track if no unmetered accounts

Volumetric billing required for all connections on same schedule as metering

Info only

Info only until 2012

On Track if Yes, Not on Track if No

On Track if Yes, Not on Track if No



CUWCC BMP RETAIL COVERAGE REPORT 2009-2010

Foundation Best Management Practices for Urban Water Efficiency

Agency: **City of Millbrae**

Retail

District Name: **City of Millbrae**

CUWCC Unit #: **68**

Primary Contact **Shelly Reider**

Email: **sreider@ci.millbrae.ca.us**

1.4 Retail Conservation Pricing

Metered Water Rate Structure

On Track if: Increasing Block, Uniform, Allocation, Standby Service; Not on Track if otherwise

Customer Class	2009 Rate Type	Conserving Rate?	Customer Class	2010 Rate Type	Conserving Rate?
Single-Family	Uniform	Yes	Single-Family	Uniform	Yes
Multi-Family	Uniform	Yes	Multi-Family	Uniform	Yes
Commercial	Uniform	Yes	Commercial	Uniform	Yes
Dedicated Irrigation	Uniform	Yes	Dedicated Irrigation	Uniform	Yes
Institutional	Uniform	Yes	Institutional	Uniform	Yes
On Track			On Track		

Year Volumetric Rates began for Agencies with some Unmetered Accounts

Info only

Agencies with Partially Metered Service Areas: If signed MOU prior to 31 Dec. 1997, implementation starts no later than 1 July 2010. If signed MOU after 31 Dec. 1997, implementation starts no later than 1 July 2013, or within seven years of signing the MOU,

Agency: **City of Millbrae**
Retail

District Name: **City of Millbrae**

CUWCC Unit #: **68**



CUWCC BMP RETAIL COVERAGE REPORT 2009-2010

Foundation Best Management Practices for Urban Water Efficiency

Adequacy of Volumetric Rates) for Agencies with No Unmetered Accounts

Customer Class	2009 Rate Type	2009 Volumetric Revenues \$1000s	2010 Rate Type	2010 Volumetric Revenues \$1000s
Single-Family	Uniform	\$ 2,391	Single-Family	\$ 2,315
Multi-Family		\$ 696		\$ 691
Commercial		\$ 677		\$ 687
Dedicated Irrigation		\$ 336		\$ 297
Institutional		\$ 189		\$ 193
Other		\$ 12		\$ 7
Other		\$ -		\$ -
Total Revenue Commodity Charges (V):		\$ 4,301	\$ 4,189	
Total Revenue Fixed Charges (M):		\$ 995	\$ 1,056	
Calculate: V / (V + M):		81%	80%	
		On Track	On Track	

Canadian Water & Wastewater Rate Design Model
Used and Provided to CUWCC
If Canadian Model is used, was 1 year or 3 year
period applied?

No

No

Agency Choices for rates:

A) Agencies signing MOU prior to 13
June2007, implementation starts 1
July2007: On Track if $(V / (V + M)) \geq$
 $70\% \times .8 = 56\%$ for 2009 and
 $70\% \times 0.90 = 63\%$ for 2010; Not on
track if $(V / (V + M)) < 70\%$;

B) Use Canadian model.

Agencies signing MOU
after 13June2007,
implementation starts
July 1 of year following
signing.

Agency: **City of Millbrae**
Retail

District Name: **City of Millbrae**

CUWCC Unit #: **68**



CUWCC BMP RETAIL COVERAGE REPORT 2009-2010

Foundation Best Management Practices for Urban Water Efficiency

Wastewater Rates

Does Agency Provide Sewer Service?

2009
yes

If 'No', then wastewater rate info not required.

2010
Yes

Customer Class	2009 Rate Type	Conserving Rate?	Customer Class	2010 Rate Type	Conserving Rate?
Single-Family	Uniform Seasonal	Yes	Single-Family	Uniform Seasonal	Yes
Multi-Family	Uniform Seasonal	Yes			
Commercial	Uniform	Yes			
Dedicated Irrigation	Uniform	Yes			
Industrial	Uniform	yes			
On Track			On Track		

On Track if: 'Increasing Block', 'Uniform', 'based on long term marginal cost' or 'next unit of capacity'



CUWCC BMP RETAIL COVERAGE REPORT 2009-2010

Foundation Best Management Practices for Urban Water Efficiency

Agency: City of Millbrae

District Name: City of Millbrae

CUWCC Unit #: 68

Coverage Report Date: May 19, 2011

Primary Contact: Shelly Reider

Telephone: #N/A

Email: sreider@ci.millbrae.ca.us

BMP 2. EDUCATION PROGRAMS

BMP 2.1 Public Outreach Actions Implemented and Reported to CUWCC

	2009	2010	
1) Contacts with the public (minimum = 4 times per year)	10	9	
2) Water supplier contacts with media (minimum = 4 times per year, i.e., at least quarterly).	4	4	
3) An actively maintained website that is updated regularly (minimum = 4 times per year, i.e., at least quarterly).	Yes	yes	
4) Description of materials used to meet minimum requirement.	Email Messages Newsletter articles on conservation Website General water conservation information Articles or stories resulting from outreach News releases Television contacts Select a type of media contact	Newsletter articles on conservation General water conservation information Email Messages Website Articles or stories resulting from outreach Television contacts Select a type of media contact Select a type of media contact	All 6 action types implemented and reported to CUWCC to be 'On Track')
5) Annual budget for public outreach program.	\$ 8,869	\$ 8,670	
6) Description of all other outreach programs	Description is too large for text area. Data will be stored in the BMP Reporting database when online.		
	OnTrackfor 6 Actions	OnTrack for 6 Actions	

Agency: City of Millbrae

District Name: City of Millbrae

CUWCC Unit #: 68

Coverage Report Date: May 19, 2011



CUWCC BMP RETAIL COVERAGE REPORT 2009-2010

Foundation Best Management Practices for Urban Water Efficiency

2.2 School Education Programs Implemented and Reported to CUWCC

	2009	2010	
Does a wholesale agency implement School Education Programs for this unility's benefit?	No	No	
Name of Wholesale Supplier?	0	0	
1) Curriculum materials developed and/or provided by agency	Water-Wise curriculum	Water-Wise curriculum	Yes/ No
2) Materials meet state education framework requirements and are grade-level appropriate?	Yes	Yes	All 5 actions types implemented and reported to CUWCC to be 'On Track'
3) Materials Distributed to K-6?	yes	Yes	
Describe K-6 Materials	Activity booklets and program handouts. Ninety-three (93) students participated in the Water-Wise Program that included resources, surveys, and water saving devices.	Activity booklets and program handouts. Ninety-seven (97) students participated in the Water-Wise Program that included resources, surveys, and water saving devices.	Describe materials to meet minimum requirements
Materials distributed to 7-12 students?	No	No	Info Only
4) Annual budget for school education program.	\$ 5,613	\$ 6,017	
5) Description of all other water supplier education programs		BAWSCA Water-Wise Program and a member of Water Education Foundation and California Water Awareness Campaign	
	1 On Track	1 On Track	